

The University of KwaZulu-Natal (UKZN) is committed to meeting the objectives of Employment Equity to improve representivity within the Institution. Preference will be given to applicants from designated groups in accordance with our Employment Equity Plan.

INSTITUTIONAL PLANNING AND GOVERNANCE

**DIRECTOR: INFRASTRUCTURE PLANNING AND PROJECTS
(PEROMNES GRADE 05)
WESTVILLE CAMPUS**

REF NO. IPG 04/2018

PURPOSE OF THE JOB:

The incumbent will provide strategic leadership and operational management of the infrastructure development and related projects across all five campuses of UKZN. S/he will report to the Executive Director – Institutional Planning and Governance (IP&G) and will work closely with the Director of Campus Management Services. S/he will be responsible for the planning, management, coordination and construction of capital improvement and major replacement & renewal projects including those co-funded by the University and DHET. The incumbent will be required to provide a professional construction project management service for the university and ensure effective financial planning, control and reporting. The incumbent will also be expected to develop and maintain a campus master plan.

The scale, complexity and number of projects requires a highly skilled, experienced and competent individual with high order leadership, planning and management skills to fill this challenging position.

The incumbent will report to the **Executive Director: Institutional Planning and Governance**

MINIMUM REQUIREMENTS:

- A tertiary qualification in the built environment or allied disciplines equivalent to at least a Bachelor's degree.
- Ten or more years' relevant and recent post-qualification experience in the management of large-scale infrastructure development projects in a facilities management, construction or other relevant environment including financial control and reporting. At least five of these must have been at a senior level as the overall responsible project manager.

Proven experience in and knowledge of

- Project management, including proficiency in planning, coordinating, monitoring and directing several large projects on multiple sites concurrently;
- Contracts management, including contractual and service level agreements Project finance, including the control of large project budgets and associated reporting requirements;
- Policies and procedures related to procurement and tender management; Relevant statutes and legislation including National Building Regulations; Contract Law [JBCC, NEC]; energy and environmental management policies and Occupational Health and Safety requirements

Advantages:

- A post-graduate qualification in project management, management or administration
- The ability to communicate in isiZulu
- Membership of an appropriate professional body
- Higher Educational institutional experience

(In addition to the normal submission requirements)

Applicants are required to submit a verifiable track record of completed projects they have managed in the past five years together with the approximate project value and the role they played.

Short-listed candidates may be required to undertake a skills test.

Enquiries and details regarding this post, including requests for a job profile, and all other recruitment related enquiries may be directed to Tirhani Baloyi, 031 260 8809 or BaloyiT@ukzn.ac.za

Appointment to this post will be on the January 2018 Conditions of Service.

The total cost to employee package offered includes benefits.

Applicants are required to complete the relevant application form which is available on the Vacancies website at www.ukzn.ac.za. Completed forms must be sent to recruitment-tb@ukzn.ac.za

Advert Reference Number MUST be clearly stated in the subject line.

The closing date for receipt of applications is 26 October 2018