

The University of KwaZulu-Natal (UKZN) is committed to Employment Equity with the intention to promote representativity within the institution.

Applications are invited from internal Permanent staff for Fixed Term Academic Leader posts within the School of Management, Information Technology, and Governance.

COLLEGE OF LAW AND MANAGEMENT STUDIES

**SCHOOL OF MANAGEMENT, INFORMATION TECHNOLOGY AND GOVERNANCE
ACADEMIC COORDINATOR: RESEARCH & HIGHER DEGREE S(1POST)
THREE YEARS-FRACTIONAL APPOINTMENT
PIETERMARITZBURG CAMPUS**

REF. NO MIG11/2023

The incumbent for the position of academic coordinator (Research & Higher Degrees), who will be a permanent serving member of academic staff in the School of Management, IT & Governance, who will be based on the Pietermaritzburg campus, will assist the AL (RHD) to provide academic leadership in scholarship, research, and postgraduate matters. S/he will be responsible for all research-related matters in the school and shall formalise collaborations across programmes in the school. S/he will also be responsible for the administrative processes relating to the portfolio as set out in the job profile of AL (RHD) and will liaise with the College Dean: Research. The incumbent will report to the Dean and Head of School. The prospective applicants should provide a motivation of how they are suited for the post advertised.

Minimum Requirements:

- Doctoral degree at the level of Senior Lecturer or above
- Performing at or above the norm of expectation at the level of appointment
- Demonstrated excellence in scholarship and research
- Familiarity with UKZN research policies

Inquiries and details regarding this post, as well as requests for the job profile, may be directed to Prof S Mutula, email: mutulas@ukzn.ac.za

REMUNERATION: A non-pensionable allowance is paid.

Please state the advert reference number in your subject line.

All candidates should demonstrate effective communication skills.

Inquiries and details regarding this post may be directed to the Dean and Head of School, Professor S Mutula, or email: mutulas@ukzn.ac.za

Communication will be limited to short-listed candidates, who may be required to do a presentation at the interview.

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

The closing date for receipt of applications is 15 October 2023.

The University reserves the right, in special circumstances, to extend the above date in order to facilitate further search.

The appointment will be made in line with the University Criteria for Academic Appointment and Promotions 2023, which is available at <http://vacancies.ukzn.ac.za/Home.aspx>.

The remuneration package offered includes benefits and will be dependent on the qualifications and experience of the successful applicant.

Applicants are required to complete the relevant application form (application form – academic) and CV which is available on the Vacancies website at www.ukzn.ac.za

Completed forms and Curriculum Vitae may be sent to recruitmentlms@ukzn.ac.za

Please state the advert reference number in your subject line.

Kindly note that the University of KwaZulu-Natal ("the University") is required to process any Personal Information (as defined by the Protection of Personal Act, 2013 "POPIA") submitted by candidates when applying for positions at the University. The provision of the Personal Information is a requirement in terms of the University's recruitment and selection process. The retention of any personal information is as a consequence of the University being bound by legislative requirements and / or good governance practices as well as record keeping for statistical purposes. The University will endeavour to ensure that the appropriate security measures are in place and implemented for both electronic and paper-based formats that are used for processing of the personal information recorded through this recruitment and selection process