



RECRUITMENT ADVERTISEMENT

The Central University of Technology, Free State invites suitably qualified candidates to submit their applications and Curricula Vitae for the position of

Deputy Vice-Chancellor / Executive Director: Resources & Operations

(Performance- and contract-based for a period of five years)

DESCRIPTION

- The successful candidate will be an executive manager responsible for institutional resources and operational functions consisting of, amongst others, human resources, financial resources, facilities management and IT and security systems.
- The designation of Deputy Vice-Chancellor will be given to a successful applicant with an academic background and relevant experience in the functional areas, whilst that of Executive Director will be given to a successful applicant with administrative experience in the relevant functional areas.
- The University is looking for a leader with vision and a proven ability to devise and implement strategy with a multi-disciplinary approach, involving stakeholders in the delivery of sustainable solutions and a proven record of successful relationship building with diverse employees. As the successful candidate you will be emotionally intelligent, resilient and able to thrive in a demanding and changing Higher Education arena.

REFERENCE NUMBER	• 41	POST LEVEL	• P2	CLOSING DATE FOR APPLICATIONS	• 05 February 2016
MINIMUM QUALIFICATION	<ul style="list-style-type: none"> • At least a Doctorate with relevant research and/or academic experience in the case of a candidate eligible for designation as Deputy Vice-Chancellor. • For the designation of Executive Director, at least a Master's degree or equivalent with extensive experience and appreciable outcomes in a profession relevant to the functions quoted above. 				
MINIMUM EXPERIENCE & OTHER REQUIREMENTS	<ul style="list-style-type: none"> • At least ten years of relevant administrative and management experience at senior or executive level especially within the higher education sector • A well-established academic/research track record or evidence of excellent accomplishment and recognition in his/her profession. • Knowledge of and experience in the higher education systems and operations internationally, including South Africa's national higher education systems and policies • The ability to lead, motivate and innovate systems and processes and be oriented towards outputs and outcomes. • S/he will be self-driven but should be able to participate in teams and collaborate with senior staff members and members of the CUT community, stakeholders and partners • The ability to function effectively in the multicultural working environment of the University and address its transformation challenges. 				
DIRECT ENQUIRIES TO	<ul style="list-style-type: none"> • Enquiries and requests for information should be directed to the Director: Human Resources, tel. (051) 507-3601, e-mail: lvandeventer@cut.ac.za 				

IMPORTANT INFORMATION REGARDING YOUR APPLICATION

(Kindly ensure that you read and comply before submitting your application)

- The successful candidate must be prepared to commence duties within three months after signing an employment contract
- The market-related remuneration package offered will be in line with the successful candidate's qualifications and experience.
- The University may decide to consider only completed applications consisting of ALL the documents listed below for selection.
 - A completed and signed CUT application form;
 - A comprehensive Curriculum Vitae;
 - A **certified** copy of a South African identity document or a passport;
 - A complete set of **certified** copies of qualifications (only certified copies of documents are required. Please do NOT submit any original documents); and
 - A **certified** copy of the SAQA accreditation of any qualifications obtained at education institutions outside South Africa.

GENERAL REMARKS

- The Central University of Technology subscribes to and applies the principles prescribed by the Employment Equity Act. Preference will be given to candidates from the designated groups, in accordance with the principles of the aforementioned act and the employee profile of the specific departmental/occupational level.
- The Central University of Technology, Free State reserves the right to conduct/employ a third party to conduct a background investigation in respect of all short-listed candidates.
- Correspondence will be limited to short listed candidates only.
- The Central University of Technology, Free State reserves the right not to make an appointment in the advertised post and/or to appoint other suitable persons recruited by means other than this advertisement.
- Application forms are available from the Human Resources section, ZR Mahabane Building, CUT Campus, Bloemfontein or on CUT's website, www.cut.ac.za/career
- Complete applications, quoting the specific reference number, should reach CUT on or before the closing date:
 - **By hand:**
The Resourcing office, Human Resources
Central University of Technology, Free State
ZR Mahabane building
20 Pres. Brand Street
Bloemfontein
 - **By mail:**
The Resourcing Office, Human Resources
Private Bag X20539
Bloemfontein, 9300
 - **By e-mail:**
jobs@cut.ac.za