



# RECRUITMENT ADVERTISEMENT

## REGISTRAR Student Services

<b>POST TITLE</b>	<b>Manager: Operational Sport</b>		
<b>POST LEVEL</b>	<ul style="list-style-type: none"> <li>• P-7</li> </ul>		
<b>REFERENCE NUMBER</b>	<ul style="list-style-type: none"> <li>• 64</li> </ul>	<b>CLOSING DATE FOR APPLICATIONS</b>	<ul style="list-style-type: none"> <li>• 07 July 2017</li> </ul>
<b>MINIMUM QUALIFICATION</b>	<ul style="list-style-type: none"> <li>• Degree in Sport Management, B degree or equivalent</li> </ul>		
<b>MINIMUM EXPERIENCE &amp; OTHER REQUIREMENTS</b>	<ul style="list-style-type: none"> <li>• 3 years' experience in the management of sport in a tertiary institution or equivalent</li> </ul>		
<b>DESIRED QUALIFICATION AND/OR EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Post Graduate Degree in Sport Management or equivalent</li> <li>• 5 years' experience in the management of sport at a tertiary institution or equivalent. National or provincial colours in a major sport</li> </ul>		
<b>DIRECT ENQUIRIES TO</b>	<ul style="list-style-type: none"> <li>• Dr P Tondi at 051 5073785 or <a href="mailto:ttondi@cut.ac.za">ttondi@cut.ac.za</a></li> </ul>		

### MAIN TASKS

1. Develop policies and procedures to govern the provision of Operational Sport for the different sport codes available at the university	2. Manage and monitor the provision of Operational Sport at the university
3. Coordinate and manage Golf events	4. Plan and manage the practical evaluations of Sport Management students
5. Conduct marketing and liaison for Operational Sport	6. Manage the performances and development of staff
7. Manage the operational sport budget	8. Compile and submit reports
9. Represent the unit internally at different forums	10. Form strategic partnership and working agreement with sport related service providers

### IMPORTANT INFORMATION REGARDING YOUR APPLICATION

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

- Please complete a separate application form for each post.
- 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

- Candidates will be recruited and appointed in accordance with the Employment Equity and Affirmative Action Programmes of the Central University of Technology, Free State.
- 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. Appointment, either on a permanent or contract basis, will be negotiated with the successful candidate.
- Application forms are available from the Human Resources section, ZR Mahabane Building, CUT Campus, Bloemfontein or on CUT's website.
- Complete applications, quoting the specific reference number, should reach CUT on or before the closing date via:

#### **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  
Central University of Technology, Free State  
ZR Mahabane building  
Private Bag X20539  
Bloemfontein, 9300

#### **By e-mail:**

[jobs@cut.ac.za](mailto:jobs@cut.ac.za)