



## External Vacancy

DIVISION: Office of the Vice-Chancellor & Principal

DEPARTMENT: Office of the Vice-Chancellor & Principal

POST: Director (5 year performance based contract)

POST N<sup>o</sup>: 5152 Peromnes level (05)

### JOB DESCRIPTION:

Key performance areas include but are not limited to:

- Manage the Vice-Chancellor's strategic external and international relations
- Giving strategic advice to the Vice-Chancellor and Rectorate on matters pertaining to specific strategic management and future directions to be followed by VUT; by identifying trends in reinventing the quality of VUT within a competitive Higher Education landscape and so leveraging internal and external expertise to reposition VUT
- Using own initiative, sensitize the Vice-Chancellor on how to bridge the gap between management and staff as well as management and students
- Becoming a "sounding or dash board" for the Vice-Chancellor and the university issues that may impacts on VUT
- Providing strategic advice to the Vice-Chancellor on policy matter
- Providing the VC with legal advice
- Information/Knowledge management

### Application Criteria:

#### Qualification/Experience:

- Postgraduate degree in Business Management or Business Administration or related
- Postgraduate qualification in Higher Education will be an added advantage
- 5-10 years' experience in a Senior Management position in a tertiary environment and/or at a similar environment will be an absolute requirement
- Experience in multicultural management

#### Skills:

Strategic thinking, project management skills, planning and negotiation skills

Closing date for applications: 29 December 2017

Submit CV by hand to Ms C Titius at B103 or e-mailed. carment@vut.ac.za

**Please Note: The application must be accompanied by a CV, identity document and ORIGINAL certified copies (not older than 3 months) of educational qualifications. Submission of such copies entitles Vaal University of Technology to authenticate the qualifications without any further consent from the applicant. Candidates with foreign qualifications must also submit the South African equivalent of the qualification. These qualifications are evaluated by SAQA. Vaal University of Technology is an equal opportunity and affirmative action employer, which is committed to the implementation of its employment equity plan. Therefore people from designated groups are encouraged to apply. If you are not contacted within three weeks after the closing date, please accept that your application was unsuccessful.**



