



DIVISION: MANAGEMENT SCIENCES

DEPARTMENT: HUMAN RESOURCE  
MANAGEMENT

POST: LECTURER X 3

POST N<sup>o</sup>: 0046, 0110, 0107  
PEROMNES GRADE: 08

**JOB DESCRIPTION:**

**Key performance areas include but are not limited to:**

- Academic leadership – Teach and assess at undergraduate levels; Develop curriculum in applicable field of specialisation, influence the development, maintenance, and control in the field of specialisation.
- Research leadership – Undertake post-graduate research in the field of specialisation and provide accredited research outputs.
- Industry relationship building – Liaise with industry, including consultation work/collaborative research.
- Community engagement – Participate in community engagement programmes/projects.
- Internal process – Conduct ad-hoc duties as assigned by the line manager.

**APPLICATION CRITERIA:**

**Qualification/Experience:**

- A Master's Degree in Human Resource Management or Labour Relations
- Minimum of two years of relevant work experience in a higher education environment

**Skills:**

- Excellent communication (written and verbal) skills.
- Excellent teaching/facilitation skills;
- Excellent planning and organising skills;
- Good inter-personal and time-management skills;
- Problem-solving skills;
- Computer literacy;
- Have the initiative and the motivation to work without extensive supervision.

**CLOSING DATE FOR APPLICATIONS: 18 August 2023**

Applications should include:

1. A fully completed prescribed application form which can be obtained from [www.vut.ac.za](http://www.vut.ac.za)  
<https://www.vut.ac.za/wp-content/uploads/2023/03/VUT-Application-for-Employment-form-Final-002.pdf>
2. A detailed curriculum vita (explicitly stating experience or knowledge in the above-mentioned fields)

3. Certified copies of all academic records and certificates/degrees
4. Certified copy of ID
5. Current contact information of referees
6. Please email applications to [recruitment1@vut.ac.za](mailto:recruitment1@vut.ac.za) and quote the post reference and post description in the subject line.
7. No manual applications will be accepted. Incomplete applications or applications without the application form and required documents will be disregarded.
8. Only applications made on our application for employment form would be considered.
9. Communication will be entered into with short-listed candidates only. If you don't hear from VUT within 3 months deem your application as unsuccessful.

Enquiries may be directed to:

HR Practitioner: Ms Carmen Titus Tjotjo, Tel 016 950 6848 / email address: [carment@vut.ac.za](mailto:carment@vut.ac.za)

HR Business Partner: Ms Ntediseng Motaung, Tel 016 950 9160 / email address: [ntediseng@vut.ac.za](mailto:ntediseng@vut.ac.za)

**Please Note: 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 submit a SAQA certificate of evaluation. Vaal University of Technology is an equal opportunity and affirmative action employer, which is committed to the implementation of its employment equity plan. People from designated groups are encouraged to apply. Only shortlisted candidates will be contacted.**

**VUT reserves the right not to make an appointment**

**By applying for this position, you give permission to share your information with the selection panel or the relevant people involved in the recruitment process.**

