



DIVISION: MANAGEMENT SCIENCES

DEPARTMENT: MARKETING, RETAIL
BUSINESS & SPORT MANAGEMENT

POST: nGAP LECTURER (RETAIL
BUSINESS MANAGEMENT)

POST N^o: 9025
PEROMNES GRADE: 08

JOB DESCRIPTION:

Key performance areas include but are not limited to:

- Complete a Doctoral qualification with specialisation in Retailing or cognate field;
- Contribute towards effective teaching and learning in the field of Retail Business Management as delegated by the Head of Department;
- Contributing to online course design, maintaining quality learner guides, subject files, developing and maintaining teaching portfolios of evidence that adhere to high-quality standards;
- Assessment and moderation of summative and/or formative assessments;
- Development of online curriculum and instructional materials according to the university's and SAQA guidelines;
- Participate in national and/or international conferences and publish findings of completed research projects in accredited journals;
- Active participation and/or registration with relevant professional bodies;
- Liaise with the W&RSETA and other stakeholders on projects initiated by the research leadership Chair;
- Fulfilling student and academic administration and reporting duties in line with responsibility;
- Mentor junior lecturers and tutors within the department through team supervision of postgraduate students, as an additional role;
- Display sound interpersonal skills and the ability to work as a team player.

APPLICATION CRITERIA:

Qualification/Experience:

- A relevant Masters' degree with specialisation in Retailing, Business Management and/or Retail Business Administration with a minimum pass mark of 70% (Compulsory);
- Willingness to register for a doctoral qualification with specialisation in Retail Business Management and be able to complete within six years;
- Possess sound technical and theoretical knowledge in Inventory handling and Management, Project management, store merchandising and warehousing;
- Membership and certification with relevant professional bodies would be an added advantage;
- High technical proficiency: Ms Office Suite, Ms Outlook, Ms Teams, Ms Projects & use of 360-degree EON technology assets.

To be eligible for selection for a nGAP post, applicants must meet the following criteria, in addition to meeting criteria specified by the university:

- Demonstrate interest in becoming an academic
- Be a South African citizen;
- Be 40 years and younger;
- Show evidence of eligibility to undertake doctoral study;
- Be willing to commit to placement at the appointing university for the full duration of the nGAP.

Skills:

- A high level of disciplinary expertise;
- Excellent communication (written / verbal/ cross-cultural) skills;
- Organisational and adaptability skills;
- Report writing skills;
- Facilitation, assessment and online course design skills;
- Digital literacy skills (Ms 365 for Business; Ms Teams, Ms Projects; ITS, Blackboard LMS; Data Analytics, Power BMI etc);
- Good interpersonal skills (Collegiality, team player and time management);
- Problem solving and critical thinking skills;
- Strong initiative and the motivation to work without extensive supervision.

CLOSING DATE FOR APPLICATIONS: 06 JUNE2024

Applications should include:

1. A fully completed prescribed application form which can be obtained from www.vut.ac.za
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 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 Business Partner: Ms Ntediseng Motaung, Tel 016 950 9160 / email address: 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.

