



DIVISION: OFFICE OF THE DEPUTY VICE CHANCELLOR	DEPARTMENT: OPERATIONS AND LOGISTICS
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POST: EXECUTIVE DIRECTOR OPERATIONS AND LOGISTICS (5-year performance-based contract)	PEROMNES GRADE: 04
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VUT AT A GLANCE:

The Vaal University of Technology (VUT) was first established as a college for advanced technical education in 1966 and then transitioned into a Technikon in 1979. With the restructuring of the higher education landscape, the institution became a University of Technology in 2004 and has seen significant growth in its activities and reach since that time.

The University now operates from its main campus in Vanderbijlpark and the Science Park at the Sebokeng Campus where there is ample vacant land for future expansion.

Within the higher education context, VUT's mandate is to:

- promote teaching and learning which, through the use of technologically advanced education, prepares graduates for either employment or entrepreneurship.
- promote innovation and the commercialisation of new knowledge by undertaking basic and applied research and the promotion of technology and technology transfer, and
- be an engaged institution through an engaged scholarship with industry and its local community.

With a total of nine (9) centres of excellence and 14 NRF-rated researchers, VUT prides itself on its association with academics and NRF-rated researchers who not only produce world-class research that solves real-life problems but also empower aspiring researchers to engage the most experienced minds in several research fields as supervisors and aides.

On the international front, VUT has adopted a vision of comprehensive Internationalisation, specifically focusing on academic excellence, research, and innovation. The University continuously produces graduates whose qualifications are internationally recognised, and locally relevant. Community Engagement at VUT is guided by the principle of engaged scholarship and thus entails research that is informed and aims to solve community problems.

To achieve its concerted mission *“The Vaal University of Technology’s mission is to develop techno-entrepreneurial graduates and innovators who will drive a vibrant transformation of a flourishing and sustainable society, industry and commerce.”*; VUT has recently approved its Strategy 2033+ to refocus and comply with its mandate as a University of Technology.

BACKGROUND:

The Vice Chancellor & Principal, Prof Khehla Ndlovu is seeking like-minded professionals keen to contribute to the strategic direction and turnaround of the Vaal University of Technology. Therefore, professionals are sought to lead in the role of Executive Director Operations and Logistics

The potential incumbent will provide strategic leadership to the University, promoting a culture of excellence in all activities and areas related Finance.

As members of the executive of the University, actively support the Vice-Chancellor (VC) and Principal in the strategic leadership and management of the University and in supervising academic and administrative functions through line reports. Although each Executive is appointed in the first instance to oversee particular functions, these may change over the course of time at the VC's discretion.

JOB DESCRIPTION

Key performance areas include but are not limited to:

- Strategic Leadership
- Stakeholder Engagement
- Financial Sustainability People Management
- Infrastructure Management and Project Delivery

APPLICATION CRITERIA

Qualification and Experience:

Minimum Requirements:

Qualifications:

- A minimum 4-year qualification in the Built Environment (Bachelor's Degree or B. Tech) in Civil Engineering, Quantity Surveying, Building Science or related fields.
- Registration with a Professional body as described in the Council for Built Environment Act (No.43 of 2000) (The CBE Act)
- Pr. Engineer, Pr. Technical Engineer, Pr. QS and Pr. CPM.C for the Built Environment Act
- Proven experience in the Delivery of Capital Projects in accordance with project management principles is a MUST including failed and delayed Infrastructure Project recovery.

Added Advantage

- Masters qualification in Management/Business Administration and or related field.

Required Experience:

- Minimum 8 - 10 years' experience, 5 years of which must have been at a Senior Management or Executive level, in Strategic and Operational Management for Public Sector, specifically Social Infrastructure, i.e. Project Planning, Budgeting, Procurement, Development and Delivery, as well as post-delivery Infrastructure Maintenance and Facilities Management.
- An extensive solid understanding of Project Delivery Management, including governance protocols pertaining to project approvals, scope management, budgeting and project financial management, risk management and mitigation, and change management
- Proven Experience in Programme Management
- An extensive solid understanding of Project Delivery Management, including governance protocols pertaining to project approvals, scope management, budgeting and project financial management, risk management and mitigation, and change management Prior experience in a Higher Education environment will be an added advantage.
- Support the execution of the university's transformation plan.

Added Advantage

- Prior experience in a Higher Education environment / industry will be an added advantage.

Skills and Competencies:

- Sound knowledge of facilities and assets management.
- Ability to manage human and financial resources.
- Understanding of and experience in related legislation.
- Strategic planning and Implementation
- Strategic leadership skills
- Communication skills (written and oral)
- Strong business analytical skills and
- Strong budget management knowledge and skills
- Computer literate
- Flexibility / Adaptability skills
- Organisational understanding skills Project management skills
- Results orientation skills

Please email applications to vutlog@tuesday.co.za

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 qualifications
4. Certified copy of ID
5. Current contact information of referees
6. No manual applications will be accepted. Incomplete applications or applications without the application form and required documents will be disregarded.
7. Only applications made on our application for employment form would be considered.
8. 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.

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 permit to share your information with the selection panel or the relevant people involved in the recruitment process.

POPIA Compliance

The Applicant acknowledges and agrees that the Vaal University of Technology will collect, process, and store the Applicants' personal information in accordance with the Protection of Personal Information Act 4 of 2013 (POPIA), for the purposes of the recruitment and selection process.

The Vaal University of Technology agrees to take reasonable steps to protect the Applicants' personal information from unauthorized access, use, or disclosure. The Applicant also has the right to access, correct, or delete their personal information at any time.

Litigation Waiver

The Applicant agrees to waive all claims against the Vaal University of Technology arising from the Vaal University of Technology collection, processing, storage, or sharing of the Employee's personal information in accordance with this clause.

