

**The University of KwaZulu-Natal (UKZN) is committed to Employment Equity**

**EXECUTIVE MANAGEMENT VACANCY  
EXECUTIVE DIRECTOR: HUMAN RESOURCES**

The University of KwaZulu-Natal (UKZN) is situated in the subtropical seaside city of Durban and in the Midlands city of Pietermaritzburg, capital of the province of KwaZulu-Natal, South Africa. The University is one of the largest residential universities in sub-Saharan Africa and is located on five campuses - Edgewood, Pietermaritzburg, Howard College, Westville and the Nelson R Mandela School of Medicine.

UKZN is one of three African universities rated amongst the top 500 universities of the world according to the Academic Rankings of World Universities (ARWU). As a research-led university UKZN is one of the most productive universities in South Africa in terms of the Department of Higher Education and Training (DHET) research outputs.

As one of South Africa's pre-eminent research institutions, the University provides a dynamic environment for all facets of the research and innovation spectrum. Research activities span the natural, biomedical, social sciences and the humanities.

The University also boasts some of the best teaching and research facilities on the continent. Approximately 2 000 academic programmes at both undergraduate and postgraduate levels are offered at UKZN, with 45 000 students, of whom approximately 10 000 are postgraduates. The University is structured on a College model with four Colleges - Agriculture, Engineering and Science; Health Sciences; Humanities; and Law and Management.

For more information regarding the University profile please visit our website and feel free to interact with us: <http://www.ukzn.ac.za>

**EXECUTIVE DIRECTOR: HUMAN RESOURCES  
FIVE (5) YEAR FIXED TERM APPOINTMENT  
REFERENCE NO. EX03/2017**

The University expects all its staff, including its senior leadership, to live and entrench the University values through demonstrating Respect, Excellence, Accountability, Client Orientation and Honesty (REACH!) as a Corporate Culture.

The Executive Director Human Resources is responsible for the successful leadership and strategic management of the Human Resources (HR) and Employment Equity (EE) function to give effect to and support the mission, vision, strategic and operational plans of the University.

Employment Equity at the University of KwaZulu-Natal underpins Transformation, Integrated Talent Management, Skills Development, Performance Management and Change Management.

**Requirements**

- Appropriate Master's Degree
- Five (5) years relevant experience at executive management level

- Knowledge of leadership and management principles as they relate to HR within the tertiary sector
- Knowledge of all employment-related and other legislation impacting on the Higher Education sector
- Experience in managing, leading and developing professional HR teams within a complex, sizeable and dynamic work environment
- Project management experience where innovative HR solutions have been delivered both personally and through others
- Experience in successfully consulting and negotiating with trade unions
- Experience in change management and advocacy
- Understanding of HR database systems and other technological systems which enhance the provision of HR services
- Ability to effectively analyse HR analytics, workforce data, benchmarking, auditing, modelling and forecasting to support the University strategy
- Experience in remuneration strategies and benchmarking in the Higher Education Sector

### **Personal and Leadership Attributes**

We are seeking an individual with strong leadership capabilities, who is able to foster sound interpersonal relationships among staff and students and across the institution and with stakeholders, and create a positive climate within the Institution.

- To provide strategic direction to the Division
- To champion and facilitate the delivery of greater results
- To manage human and financial resources
- To manage stakeholders, internal and external
- To manage self and others
- To foster productive working relationships

The ability to communicate in IsiZulu would be advantageous.

### **General Information**

Applicants are required to provide:

- a detailed motivation highlighting their eligibility and experience in each of the requirements listed above
- a detailed CV including full record of research, publications and teaching, if applicable
- an abridged CV (maximum 2 pages)
- the name, telephone, fax and e-mail address of three referees who are able to confirm the credentials and experience listed in motivation or CV.

Please submit the above for the attention of Mrs Nadia Lasich, Manager: Human Resources, University of KwaZulu-Natal, Howard College Campus, Private Bag X54001, Durban, 4000 or e-mail: [lasich@ukzn.ac.za](mailto:lasich@ukzn.ac.za)

Please state the relevant reference number in your subject line.

Please note that:

- A job profile is available upon request

- The closing date for receipt of applications is **22 September 2017**
- Only shortlisted candidates will be contacted
- The University reserves the right not to make an appointment.