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

COLLEGE OF LAW AND MANAGEMENT STUDIES

**PROGRAMME MANAGER: PG DIP MANAGEMENT AND HUMAN RESOURCES MANAGEMENT
(8 MONTH FRACTIONAL APPOINTMENT
1 MAY 2018 TO 31 DECEMBER 2018)
SELF-FUNDED TEACHING PROGRAMMES (SFTP)**

SCHOOL OF MANAGEMENT, INFORMATION TECHNOLOGY AND GOVERNANCE

Reference Number: MIG 03/2018

The incumbent will be responsible for the management, of all academic, administrative and financial activities in the specific programme in conjunction with the direction of the SFTP Programme Coordinator. This will include amongst others the framing of timetables (lecture and exams), booklists, handbook entries, rule consistency, groups, and Lecturer evaluations.

The incumbent will report to the Programme Coordinator.

Minimum Requirements:
- Doctoral degree in relevant field; and
- Performing at or above the norm of expectation at the level of appointment..

Advantages:
- Experience in development and/or management of academic programmes and
- Specialisation or management experience in the applicable discipline

Enquiries and details regarding this post may be directed to the HR & Finance Officer for SFTP Pmb on 0332606378 or e-mail: madana@ukzn.ac.za

Communication will be limited to short listed candidates
The remuneration package offered will be in accordance with the SFTP's Guiding Principles on fixed term appointments.

The closing date for receipt of applications is 6 April 2018

Applicants are required to complete the relevant application form which is available on the Vacancies page of the University website at www.ukzn.ac.za. Completed forms may be sent to Mrs Madan, email Madana@ukzn.ac.za and copied to Mrs Mavundla, email Mavundlap@ukzn.ac.za . Please state the advert reference number and campus in your subject line.

Applicants are required to submit a brief motivation, clearly indicating how they meet the minimum requirements.
Preference will be given to internal candidates