**The University of KwaZulu-Natal (UKZN) is committed to meeting the objectives of Employment Equity to improve representivity within the Institution.**

**Preference will be given to applicants from designated groups in accordance with our Employment Equity Plan.**

**COLLEGE OF LAW AND MANAGEMENT STUDIES**

**SCHOOL OF ACCOUNTING, ECONOMICS AND FINANCE**

**TUTOR: INTEGRATED BUSINESS STUDIES**

**(4 Months Fixed-Term Appointment)**

**WESTVILLE CAMPUS**

**REFERENCE NO.: [SAEF IBS01/18]**

Integrated Business Studies is a core module for the Bachelor of Business Science programme. The course makes use of interesting and exciting teaching methodologies which involve students in active learning. The aim of the course is to develop research and presentation skills within the context of business. Much of the work of IBS involves developing the student’s capacity for logical and critical thinking and evidence based discussion.

Applications are invited from post-graduate students with appropriate qualifications and experience for the above. The successful candidate will have the following responsibilities:

* Tutor students at entrance level in the module FINA103 (Integrated Business Studies);
* Consult with students;
* Conduct administration (marking, moderation, record keeping) and attend compulsory tutorial meetings; and
* Discuss student performance with module coordinator and consider possible interventions.

**MINIMUM REQUIREMENTS:**

* Registered for or completed an honours or master’s degree in any Commerce related field;
* An excellent academic record;
* Excellent academic writing skills;
* Previous relevant experience in formal tutoring at tertiary level; and
* Ability to communicate concepts in the discipline clearly.

**ADVANTAGES:**

* Previous experience in tutoring would be an advantage; and
* A good pass in EDUN104/FINA103 would be an advantage.
* Registered for a Master’s degree

**For further information contact Mr P Paul Muzindutsi via email: MuzindutsiP@ukzn.ac.za**

**Communication will be limited to short-listed candidates.**

**The remuneration package offered will be dependent on the qualifications and experience of the successful applicant, and will be in accordance with the University’s policy on fixed term appointments.**

**The closing date for receipt of applications is 28 May 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**](http://www.ukzn.ac.za)**. Completed forms must be sent to Ms Zandile Nyuswa via e-mail: nyuswaz@ukzn.ac.za.**