

## RESIDENCE ASSISTANTS POST 2022 WESTVILLE CAMPUS

REF: WES/2022

CLOSING DATE: 29 October 2021  
Time: 16h30

Westville campus residence students are invited to apply for a one-year performance-based contract for the position of Residence Assistant in the Department of Student Residence Affairs for the 2022 academic year.

**NB: Applicants with previous and pending disciplinary records, and RAs that have served 2 years or more are not eligible to apply.**

### MINIMUM REQUIREMENTS:

- ❖ Applicants must be UKZN students, currently registered for their Post Graduate degree in 2021. **This means you must have completed your undergraduate degree and registered for your Post Graduate degree in 2020.**
- ❖ Applicants must not be employed full-time on or off campus (**Must be specified in the cover letter**).
- ❖ Applicants must have resided in the UKZN residence for the past 2 consecutive years (between 2019 & 2021), **with residence name clearly specified.**
- ❖ Applicants must have traceable experience in holistic student development and voluntary service to residence communities.
- ❖ Applicants must have demonstrated good behavior and conduct in the residence.

### KEY RESPONSIBILITIES WILL INCLUDE

- ❖ Assisting Residence Administrators with admissions.
- ❖ Implementation of Residence Rules.
- ❖ Active participation, initiation and implementation of Residence Life Programmes.
- ❖ Execution of fire drills and emergency evacuation procedures
- ❖ Assist students with medical emergencies.
- ❖ Assisting Residence Life Officers with House Committee Elections.
- ❖ Provision of mentorship and support to residence students.
- ❖ Attendance of designated residence and liaison departmental meetings.

### REMUNERATION PACKAGE

Successful candidates shall be offered a fixed monthly meal allowance of R1609-00, plus **partially furnished accommodation**. Moreover, successful incumbents will be required to sign a performance contract, as part of the conditions of this post.

Applicants are required to *e-mail a detailed CV* together with a *one-page motivation letter* to:

**Ms. Thandazile Bhengu**

Department Student Residence Affairs,  
Westville Campus

E-mail: [bhengut@ukzn.ac.za](mailto:bhengut@ukzn.ac.za)



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