

**The University of KwaZulu Natal (UKZN) is committed to Employment Equity for this position applications are invited from Designated Africans**

**COLLEGE OF AGRICULTURE, ENGINEERING AND SCIENCE**

**ASSISTANT ADVISOR: FINANCIAL AID (Temp)**

**(PEROMNES GRADE 11)**

**Howard College, Westville and Pietermaritzburg**

**REFERENCE NUMBER.: 2025AFACAES1**

The incumbent will provide administrative and advisory services to students in respect of funding NSFAS, Bursaries and scholarships.

The incumbent will report to Senior Financial Aid Advisor

**Minimum requirements:**

- Relevant 3 – year qualification –National Diploma in Business Administration or Public Administration or Commerce or Accounting/ Finance or equivalent
- One 1-year relevant experience dealing with the Public and / or students in a similar environment
- Experience in MS Word and Excel Spreadsheets
- Experience in Financial Administration

**Advantages:**

- A good understanding of ITS system
- Financial management experience
- Ability to communicate in isiZulu

**Short listed candidates may be required to undergo a skills test**

Please send your detailed cv and supporting documents to [Mkhizen3@ukzn.ac.za](mailto:Mkhizen3@ukzn.ac.za)

Enquiries and details regarding this post, as well as requests for a job profile may be directed to Mrs N Ngongo, 031 260 8753 or email [Mkhizen3@ukzn.ac.za](mailto:Mkhizen3@ukzn.ac.za)

**The total remuneration package offered includes benefits. Appointment is on conditions of service 2012**

**The closing date for receipt of this applications is 25 January 2025**

**Applicants are required to complete the official application form (application form-support) which is available on the Vacancies website at [www.ukzn.ac.za](http://www.ukzn.ac.za)**

**Completed forms may be sent to [Mkhizen3@ukzn.ac.za](mailto:Mkhizen3@ukzn.ac.za)**

**Advert Reference number *MUST* be clearly stated in the subject line**