

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.

FINANCE DIVISION

**HEAD: NSFAS FUNDING
(PEROMNES GRADE 7)
FINACIAL REPORTING & STUDENT FINANCE DEPARTMENT
WESTVILLE CAMPUS**

REFERENCE NO: ukzn_000549

The Head of NSFAS Funding provides leadership and oversight for all NSFAS processes across the University. This includes coordinating NSFAS funding services, managing cost centres, generating reports for internal and external stakeholders (including the Student Services Forum and NSFAS), advising on NSFAS policy and procedures, ensuring compliance with all requirements, and maximizing NSFAS funding received. The role also contributes to the strategic management of the Student Funding Centre (SFC), including decision-making, data analysis, and technical oversight of software systems related to financial aid applications, payments, allowances and claims.

Minimum Requirements:

- A degree or equivalent NQF Level 7 qualification with majors in financial accounting or business administration or Management Studies or Mathematics or Statistics.
- At least 5 years post-training/post-internship experience in financial management or financial accounting of which 3 years should have been at supervisory level.
- Knowledge and understanding of student funding in general and NSFAS funding in particular.
- Comprehensive understanding of financial management practices and controls, including experience with relevant software systems.
- Expertise in reporting financial information, reconciliations, and audit processes.
- Proficiency in report writing and presentations using Microsoft Word, Excel (intermediate level or above), and PowerPoint.
- Demonstrated experience in staff management.
- Knowledge of the POPI Act

Enquiries and requests for a job profile: These may be directed in writing to Mrs. Cynthia Mbuli on Mbulic@ukzn.ac.za. This email address is for enquiries only and should not be used to submit applications.

To submit an application:

Please click on the link <https://ukzn.ci.hr/applicant/index.php>

[or copy link to Microsoft Edge website](#)

[or click on Career Portal website found on UKZN website home page.](#)

The closing date for receipt of applications is 24 April 2025

The appointment to this position will be on the January 2018 Conditions of Service and will be on the total remuneration package which is inclusive of benefits.

Kindly note that the University of KwaZulu-Natal ("the University") is required to process any Personal Information (as defined by the Protection of Personal Act, 2013 "POPIA") submitted by candidates when applying for positions at the University. The provision of the Personal Information is a requirement in terms of the University's recruitment and selection process. The retention of any personal information is as a consequence of the University being bound by legislative requirements and / or good governance practices as well as record keeping for statistical purposes. The University will endeavour to ensure that the appropriate security measures are in place and implemented for both electronic and paperbased formats that are used for processing of the personal information recorded through this recruitment and selection process.