**The University of KwaZulu–Natal (UKZN) is committed to Employment Equity with the**

**Intention to promote representativity within the Institution.**

**Preference will be given to applicants from the African designated groups.**

**COLLEGE OF HUMANITIES**

**RESEARCH ASSISTANT/ ACADEMIC MENTOR**

**(PEROMNES GRADE )**

**COLLEGE OF HUMANITIES (HOWARD COLLEGE CAMPUS)**

**SIX MONTH CONTRACT**

**REFERENCE NUMBER: (CHRO2/2025)**

The College of Humanities seeks to appoint an individual on a six month contract, to provide Research assistance to the College Dean of Research. The successful incumbent will be required to render effective and efficient academic mentorship services on matters of Research and Postgraduate studies in order to enhance the College’s research profile and productivity.

To assist the college research office with these tasks, the research assistant and mentor will do the following:

**Minimum Requirements**

* Masters qualification in Humanities and social sciences
* Relevant experience in research related projects and activities in a Higher Education Institution
* Relevant experience in working with postgraduate student training
* Sound and appropriate business computer literacy and knowledge
* Sound interpersonal skills – written and spoken
* Relevant experience in planning and coordinating Postgraduate cohort

**Advantages:**

* Experience in working with postgraduate student supervision
* Experience in working on the ITS System
* Experience in working in a team-based environment
* Experience in coordination of research enhancement projects
* Relevant administrative experience

**The remuneration will be in accordance with the University’s policy on fixed term appointments, no benefits are attached to this appointment.**

**The closing date for receipt of applications is Thursday, 22 May 2025 ONLY shortlisted candidates will be notified.**

**Applicants are required to complete the relevant application form which is available on the**

**Vacancies page of the University’s website at** [**www.ukzn.ac.za**](http://www.ukzn.ac.za)**.**

**Completed forms must be sent via e-mail to (**[**NtantaS@ukzn.ac.za**](mailto:NtantaS@ukzn.ac.za)**).**

**The advert Reference Number must be clearly stated in the subject line, please put reference number on subject line.**