



VISION

Shape and own the future

To be a transforming, equitable, sustainable, and academically excellent University of Technology anchored in its communities.

MISSION

To offer technological, career-directed educational programmes focussing on the innovative problem-solving research and engage with government, business, industries and communities as end-users.

OFFICE OF THE DEPUTY VICE-CHANCELLOR: RESOURCES & PLANNING DEPARTMENT OF OPERATIONS DIRECTORATE

SENIOR DIRECTOR (P4) - Ref: VP03

The Senior Director: Operations provides strategic leadership for the Operations Directorate in five areas: Infrastructure Projects, Maintenance, Protection Services, Printing Services, Postal and Switchboard Services.

This can be achieved through:

Ensuring that operational practices and procedures of the directorate are implemented.

Coordination of the day-to-day workflow in the directorate to meet objectives and targets.

Ensure employee conformance to established practices and appropriate training of staff.

Developing methods to measure departmental performance and to ensure that development and improvement programmes are in place where necessary.

Managing staff and resources and performing functions such as the development of plans, process impact and design, change management, communication, training, delivery, implementation of financials and monitoring of performance of implemented solutions and continuous improvement in implementation capabilities.

This post contributes to the following goals of the University:

Goal 5: To create an enabling support environment.

Key Performance Areas:

- Strategic leadership and Operations Management.
- Resource Management.
- Infrastructure Management.
- Contract Management & Compliance.

Minimum Requirements:

- Master's degree.
- At least ten (10) years' experience in the operations environment or facilities management or maintenance management or infrastructure management or a combination of these areas.
- At least five (5) years' experience in a senior management role in any of the above areas or a combination of these areas.
- At least five (5) years' experience in project management.

Competencies

- Project management.
- Ability to formulate strategy and operationalize it into plans and projects and manage related budgets and finances.
- A demonstrated track record of managing a complex portfolio and/or running a unit of a reasonable size.
- Ability to mobilize and inspire others towards shared goals.
- Understanding of the operations and affairs of the university environment.

Remuneration: We offer a negotiable market- related total remuneration package (i.e., **inclusive of benefits:** 13th cheque, housing subsidy/allowance, pension, medical aid, group life and study grant where applicable).

Please provide academic transcripts and SAQA evaluation certificate if qualifications were obtained outside South Africa.

Interested applicants should send **(a)** a motivation detailing the extent to which they meet the requirements of the position; **(b)** an application form (downloadable from www.mut.ac.za); **(c)** a Curriculum Vitae; **(d)** certified copies of academic qualifications; and **(e)** names of three contactable referees to: hr.executive@mut.ac.za.

Only e-mailed applications will be accepted. No walk-ins will be allowed.

Enquiries: Tel: (031) 907 7329/7326

Closing date: 31 May 2024

Mangosuthu University of Technology 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 targets, including people with disabilities.

The University reserves the right NOT to make an appointment.

