



Central University of
Technology, Free State

JOIN THE TEAM

Ubuntu

Integrity

Diversity

Innovation

Excellence

Executive Director: Office of the Vice-Chancellor and Principal (P3)

OFFICE OF THE VICE-CHANCELLOR AND PRINCIPAL | Ref 508

Bloemfontein Campus



About the
position

Main purpose of the job

The Executive Director: Office of the VC oversees key portfolios and projects as an extension of the Vice-Chancellor. These include Institutional Planning and Quality Enhancement, Student Affairs, Institutional Advancement, Institutional Renewal and Transformation as well as the Audit and Risk management function oversight. In doing so, the Executive Director: Office of the VC ensures effective and efficient processes for monitoring, evaluation and improvement of the university and operationalizing the vision for the future.

Main tasks

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| 1. Strategic Partnerships, Fundraising and Advancement | 2. Strategy and Compliance including Institutional Planning and Quality Enhancement, Audit and Risk |
| 3. Institutional Management and Administration | 4. Student Affairs and Alumni Relations |
| 5. Institutional Renewal and Transformation | |



About the
appointment

Nature of appointment

Five-year Executive Manager performance-based contract

Minimum salary scale (Total Cost to Company)

Available on request

Note: CUT applies an internal parity model to determine remuneration that complies with the principle of "equal pay for work of equal value". Accordingly, the preferred candidate may expect an offer that is in line with their qualifications and years of similar experience. Please contact the Recruitment office for more information on the applicable salary scale.



What are we
looking for?

Minimum Qualification/ Knowledge and/or Experience

- A Master's degree
- A minimum of eight years' experience within the public university environment, of which three years should be at senior academic, senior support, or middle or senior leadership level.
- Demonstrated track record in managing a complex academic and administrative services portfolio, division, or unit.
- Extensive experience in leading and managing an organisation's academic strategy, administrative, and operations, and organisational performance.
- Demonstrated leadership and teamwork ability both intra-organizationally and externally.
- Demonstrated experience in visionary, strategic thinking, planning, and operationalizing at an institutional or divisional level.
- Understands the policy, regulatory and development agenda in the higher education sector in South Africa.
- Extensive knowledge of the strategic intent, tactics, and operations of the university's internal and external environment.
- Understands and operates confidently in diverse organizational settings and sensitively across various cultures.
- Sound strategic, financial, and operational management skills.
- Excellent human relations and people management skills.
- The ability to lead, motivate and innovate systems and processes and be oriented towards outputs and outcomes.

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What are we looking for?

Desired Qualification/ Knowledge And/ Or Experience

- A doctorate
- A minimum of ten years' experience within the public university environment, of which five years should be at senior academic, senior support, or middle or senior leadership level.



Interested?

Enquiries

Mrs H van der Walt

✉ hvanderwalt@cut.ac.za

To find out more or to apply, visit www.cut.ac.za/careers or <https://cut.simplify.hr/>

CLOSING DATE FOR APPLICATIONS – 2 February 2024

THINKING BEYOND