



Central University of  
Technology, Free State

# JOIN THE TEAM

Customer service

Integrity

Diversity

Innovation

Excellence

## Institutional Advancement Officer (P8)

Bloemfontein Campus

OFFICE OF VICE CHANCELLOR AND PRINCIPAL | Alumni Office and Unit for Development | Ref 352



About the  
position

### Main purpose of the job

Support strategic development of University fundraising and engagement.

### Main tasks

- |                                |                                       |
|--------------------------------|---------------------------------------|
| 1. Fundraising and Development | 2. Faculty/Support Service Engagement |
| 3. Prospect Development        | 4. Events                             |



About the  
appointment

### Nature of appointment

12 months fixed term support services

### Minimum salary scale (Total Cost to Company)

R 597 829 per annum

*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

- Relevant 3-year qualification (i.e., diploma/degree at least NQF 6 or equivalent)
- 5 years relevant experience in communications/marketing within a higher education environment or private sector. Experience should include: Project Management; Stakeholder Management/Marketing; Fundraising; Alumni Engagement
- Communications/marketing within a higher education environment or private sector
- Valid drivers' license

### Desired Qualification, Knowledge and/or Experience

- Honour's degree (or equivalent) in marketing/communications/business management/public relations
- 5 years experience in alumni partnership portfolio and/or stakeholder/marketing management
- Experience in marketing environment, encompassing internal and external stakeholders, ideally across alumni relations and fundraising
- Demonstrated track record in fundraising
- Strategic planning experience
- Computer literacy and understanding of Databases (ITS Alumni Subsystem)
- Comprehensive understanding of tertiary education system



Interested?

### Job-Related Enquiries

Ms. JH Pietersen [jhpietersen@cut.ac.za](mailto:jhpietersen@cut.ac.za)

### Remuneration, Benefits and Process Enquiries

Recruitment Office [jobs@cut.ac.za](mailto:jobs@cut.ac.za)

To find out more or to apply, visit [www.cut.ac.za/careers](http://www.cut.ac.za/careers) or  
<https://cut.job.skillsmapafrica.com/>

**CLOSING DATE FOR APPLICATIONS – 18 June 2021**

THINKING BEYOND