



Central University of
Technology, Free State

JOIN THE TEAM

Ubuntu

Integrity

Diversity

Innovation

Excellence

Admin Assistant: Tender (P12)



Bloemfontein Campus

FINANCE | Financial Operations | Ref 359



About the
position

Main purpose of the job

To provide tender logistical & administrative services to the University

Main tasks

- | | |
|-----------------------------------|--|
| 1. Administer the tender process. | 2. Provide tender logistical and administrative services |
|-----------------------------------|--|



About the
appointment

Nature of appointment

Permanent Support

Minimum salary scale
(Total Cost to Company)

R 307 049 per annum
(2024 Salary Scales to be determined)

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

- Diploma (NQF 6) / BCom Degree (NQF 7) in Supply Chain Management / Procurement / Logistics / Public Management or Administration / Accounting or related (e.g., B Com Law, Business Management)
- 2 years relevant experience in the public sector Supply Chain Management or Procurement



Interested?

Job-Related Enquiries

Mr T Mhlom

✉ tmhlom@cut.ac.za

Remuneration, Benefits and Process
Enquiries

Recruitment Office

✉ jobs@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 – 8 March 2024

THINKING BEYOND