



Central University of
Technology, Free State

JOIN THE TEAM

Ubuntu

Integrity

Diversity

Innovation

Excellence

Senior Director: Legal Services (Peromnes level 4)



Bloemfontein Campus

REGISTRAR | Legal Services Unit | Ref 509



About the
position

Main purpose of the job

To direct the operations of legal, compliance, policy and related services for both Bloemfontein and Welkom campuses

Main tasks

- | | |
|--------------------------------------|-------------------------------|
| 1. Strategic and operational plans | 2. Institutional governance |
| 3. Institutional compliance | 4. Disciplinary matters |
| 5. Legal opinions | 6. Policies and procedures |
| 7. Drafting of legal documents | 8. Budgetary and cost control |
| 9. Staff Development and supervision | 10. Representation |



About the
appointment

Nature of appointment

Five-year Senior Manager performance-based contract

Minimum salary scale (Total Cost to Company)

R 1 586 019 per annum
(2023 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.

Candidates will be recruited and appointed in accordance with the Employment Equity and Affirmative Action Programmes of the Central University of Technology, Free State.

Female candidates, in particular, who meet the stated requirements are encouraged to apply.



What are we
looking for?

Minimum Qualification/ Knowledge and/or Experience

- Master of Law (LLM) degree with an undergraduate law degree
- At least 5 years' relevant experience
- An admitted attorney with right of appearance in the High Court

Desired Qualification/ Knowledge And/Or Experience

- An applicable Ph. D degree
- At least 10 years' relevant experience
- Experience in legal services in Higher Education will be an advantage



Interested?

Job-Related Enquiries

Dr S Dzingwa

✉ sdzingwa@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 – 17 February 2023

THINKING BEYOND