



Central University of
Technology, Free State

JOIN THE TEAM

Customer service

Integrity

Diversity

Innovation

Excellence

Administrator Officer: School Liaison and Recruitment (P11)

RESOURCES AND OPERATIONS | Communications and Marketing | Ref 1057



Bloemfontein Campus



About the
position

Main purpose of the job

To market the institution to prospective students as an institution of choice, to market CUT regionally, nationally and internationally, advance and market the institution as a STEM- knowledge

Main tasks

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|---|--|
| 1. Implement policies and procedures pertaining to communication and marketing of student recruitment | 2. Provide input into and manage recruitment and community services budget |
| 3. Implement student recruitment activities | 4. Communications and public relations |
| 5. Conduct liaison and marketing activities for the University | 6. Management of strategic partnerships |
| 7. Conduct student recruitment administration | |



About the
appointment

Nature of appointment

Permanent Support Services

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

R318 641 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**

- A relevant National Diploma in Marketing/Communication or equivalent
- 2 years' relevant experience

**Desired Qualification,
Knowledge and/or
Experience**

- Degree in Marketing or equivalent
- 4 years relevant experience, preferably in a Higher Education environment

Note: Preference in shortlisting may be given to local candidates



Interested?

Job-Related Enquiries

Mr M Kganakga ☎ 051 507 4306 ✉ jkganakqa@cut.ac.za

**Remuneration, Benefits and
Process Enquiries**

Recruitment Office ☎ 051 507 3012 ✉ jobs@cut.ac.za

**To find out more or to apply, visit www.cut.ac.za/careers or
<https://cut.jb.skillsmapafrica.com/>**

CLOSING DATE FOR APPLICATIONS – 18 September 2020

THINKING BEYOND