



Central University of
Technology, Free State

JOIN THE TEAM

Customer service

Integrity

Diversity

Innovation

Excellence

Payroll Officer (P10)



Bloemfontein Campus

RESOURCES AND OPERATIONS | Human Resources | Ref 930



About the
position

Main purpose of the job

Provide administrative and clerical support to enable smooth operation of the payroll system.

Main tasks

- | | |
|--|-------------------|
| 1. Administer Payroll services | 3. Administration |
| 2. Process advances, allowances and other requisitions | |



About the
appointment

Nature of appointment

Permanent support services

Minimum salary scale (Total Cost to Company)

R401 948 per annum



What are we
looking for?

Minimum Qualification/ Knowledge and/or Experience

- 3-year qualification in payroll, human resources or a related field
- At least 5 years of experience in payroll administration

Note: Preference in shortlisting may be given to local candidates



Interested?

Job-Related Enquiries

Mr M Molepo

☎ 051 507 3551

✉ mmolepo@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 – 19 June 2020

THINKING BEYOND