



VISION

Shape and own the future

To be a transforming, equitable, sustainable, and academically excellent University of Technology anchored in its communities.

MISSION

To offer technological, career-directed educational programmes focussing on the innovative problem-solving research and engage with government, business, industries and communities as end-users.

CO-OPERATIVE EDUCATION DIRECTORATE

DIRECTOR: (P5) Ref: ACE1 FIVE (5) YEAR FIXED TERM PERFORMANCE BASED CONTRACT READVERTISEMENT

The main purpose of this role is the operational management of Cooperative Education Directorate at the University, concentrating in supporting the objectives of National Skills Development Strategy and support the leadership of the University in the realization of the strategic objectives relating to Work Integrated Learning.

Key Performance Areas:

- Strategic planning and operational management of the Cooperative Education Directorate within the university.
- Market Cooperative Education.
- Coordinate Cooperative Education.
- Uphold HEQC and NQF requirements for Cooperative Education.
- Provide administrative support.
- Facilitate usage of the ITS system.
- Establish general policy for Cooperative Education.
- Conduct needs analysis.
- Develop budget for all WIL programmes.
- Management of staff within the Cooperative Education Directorate.
- Coordination of Cooperative Education and Service Learning.

Minimum Requirements:

- A relevant Master's degree or equivalent (e.g B.Eng/B.Tech/BSc with professional registration).
- At least five (5) years managerial experience in the operational management of Cooperative Education, with at least three years in a supervisory or management capacity.
- Track record of established contacts in industry.

- Experience in management of professional accreditation processes.

Recommendations

- Knowledge of quality assurance and promotion.
- Lecturing experience within higher education.
- Strategic planning and implementation exposure.
- Knowledge of ITS will be an added advantage.

Competencies

- Resource management and people management, including performance management.
- Superior interpersonal skills and must be able to operate at all levels in the organization.
- Building strategic alliances and partnerships.
- Emotional sensitivity and political sensitivity.
- Management of complexity and ambiguity.
- Good communication skills.
- Computer skills (MS Office Suite).
- Action oriented.
- Facilitating change.
- Team player.

Salary Scale: R888 318.00 – R1 220 834.00 (P5) basic salary per annum.

Benefits: 13th cheque, housing subsidy, pension, group life, medical aid, and study grant.

Interested applicants should send (a) a motivation detailing the extent to which they meet the requirements of the position; (b) an application form (downloadable from www.mut.ac.za); (c) a Curriculum Vitae; (d) certified copies of academic qualifications plus academic records, proof of professional registration with a relevant professional body where applicable and copy of a valid driver's license. **(Please provide academic transcripts and SAQA evaluation certificate, if qualifications were obtained outside South Africa)**; and (e) names of three contactable referees via email: hr@mut.ac.za.

Enquiries: Tel: (031) 907 7328 / 7560 / 7565

Closing Date: 02 May 2024

Mangosuthu University of Technology is committed to meeting the objectives of Employment Equity to improve representivity within the institution. Preference will be given to applicants from designated groups in accordance with our Employment Equity targets including people with disabilities. In accordance with the Departmental Employment Equity targets, first preference will be given to African Male / African Female.

The University reserves the right NOT to make an appointment.