



#### **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.

## **SPORT AND RECREATION UNIT**

### **FOOTBALL TEAM MANAGER (X 2) – Ref: AD75**

**Fixed Term Contract: 10 Months**

#### **Key Performance Areas:**

- Serve as the primary link for information between the sport administration office, players, and coaches.
- Collect and maintain player documentation (medical forms, registrations, player cards).
- Disseminate schedules, updates, and team information.
- Handle game sheets, scores, and report issues to club officials.
- Coordinate training times, match schedules, and potential call-ups.
- Organize team travel, including bookings for hotels and transport.
- Ensure uniforms are organized and equipment (balls, cones, etc.) is available.
- Prepare game rosters and player cards for each match.
- Manage team budgets, collect match fees, and handle tournament registrations.
- Represent the club at events, meeting and liaise with club committees.
- Organize code specific mass participation programmes on campus.
- Submit monthly administrative documents (attendance register, reports, entries, injury logs).
- Ensure compliance with university, USSA, and sport federation regulations.
- Identify and recruit potential student-athletes.
- Ensure athlete welfare, including academic-sport balance.
- Participate in other programmes when invited.

#### **Minimum Requirements:**

- 3 Year Diploma / Degree
- First Aid certificate
- 3 Years of football team management experience
- Valid Safeguarding certificate
- Valid Police Clearance

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**Salary Scale:** R4 500.00 – R5 000.00

**Benefits:** None

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](http://www.mut.ac.za)); (c) a Curriculum Vitae; (d) certified copies of academic qualifications plus academic records including matriculation certificate (**Please provide academic transcripts and SAQA evaluation certificate, if qualifications were obtained outside South Africa**), proof of professional registration with a relevant professional body where applicable and copy of a valid driver's license (where applicable) (e)certified copy of the identity document. ; and (f) names of three contactable referees to: Department of Sports and Recreation, via email: [Sports@mut.ac.za](mailto:Sports@mut.ac.za).

No manual applications will be accepted. Incomplete applications or applications without the application form and required documents will not be considered.

Only shortlisted candidates will be contacted. If you don't hear from MUT within 3 months, please deem your application unsuccessful.

Enquiries may be directed to:

Tel: (031) 907 7328 / 7356

**Closing Date: 23 February 2026**

**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.**

**The University reserves the right NOT to make an appointment.**