



#### **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.

### **OFFICE OF THE DEPUTY VICE CHANCELLOR: RESOURCES AND PLANNING**

#### **INTERIM SENIOR DIRECTOR: OPERATIONS (P4) SIX (6) MONTHS FIXED TERM CONTRACT**

The Senior Director: Operations provides strategic leadership for the Operations Directorate in five areas: Physical Plant and Equipment, Protection Services, Printing Services, Postal and Switchboard and Special Infrastructural Projects.

This can be achieved through:

- Ensuring that operational practices and procedures of the organisation are implemented.
- Coordination of the day-to-day workflow in and out of the organisation to meet schedules and staffing.
- Ensure employees conformance to established practices and proper training of staff.
- Developing methods to measure department performance and ensures that development and improvement programmes in place where necessary.
- Managing both directly and matrix resources whose functions include development of plans, process impact and design, change management, communication, training, delivery, implementation of financials and monitoring of performance of implemented solutions and continuously improve implementation capability.

This post contributes to the following goals and strategies of the University:

- Quality Infrastructure
- Quality Student Experience

### **Key Performance Areas:**

- Strategic leadership and Operations Management
- Policy Development
- Resource Management: Human
- Resource Management: Finance
- Infrastructure Management
- Contract management
- Service Level Agreement Management
- Project/Program management
- Internal and External Relations
- Maintenance and Infrastructure Development Projects

### **Minimum Requirements:**

- A Master's Degree with relevant experience in the operations environment, management of facilities and infrastructure.
- Experience in a senior management leadership role in the higher education sector or appropriate environment preferably in a multi-disciplinary environment.
- 5 years project management of technical projects.
- Ability to formulate strategy and operationalize it into plans and projects and manage related budgets and finances.
- A demonstrated track record of managing a complex portfolio and/or running a unit of a reasonable size.
- Ability to mobilize and inspire others towards shared goals.
- Understanding of the operations and affairs of the university environment.

### **Recommendations:**

- A Doctoral Degree.

### **Competencies:**

- Project Management
- Professional/ technical knowledge in operations
- Resource management
- People management including performance management.
- Planning and organisation
- Client focus

- Negotiation
- Managing conflict
- Confidentiality, tact and discretion when dealing with people.
- Building strategic alliances and partnerships.
- Communication skills
- Conflict Management

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**Remuneration:** We offer a negotiable market-related total remuneration.

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, 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 to: Department of Human Resources and Development, via email: [hr.executive@mut.ac.za](mailto:hr.executive@mut.ac.za)

Enquiries: Tel: (031) 907 7328 / 7560

**Closing Date: 06 March 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.**