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

SENIOR DIRECTOR: OPERATIONS (P4) – Ref: VP03
FIVE (5) YEAR FIXED TERM PERFORMANCE BASED CONTRACT

The Senior Director: Operations reports to the Deputy Vice-Chancellor: Resources and Planning and provides strategic leadership for the Operations Directorate in five areas: Physical Plant and Equipment, Protection Services, Printing Services, Postal Services and Special Infrastructural Projects.

Key Performance Areas:

- Strategic Leadership and Operations Management
- Policy Development
- Human Resource Management
- Financial Management
- Infrastructure Management
- Contract and Service Level Agreement Management
- Project/Programme Management
- Regulatory Compliance
- Internal and External Relations

Minimum Requirements:

- A Master's degree in Engineering, Built Environment, Facilities/Property Management, Business Administration, or a related field.
- At least 8 years' relevant experience in the operations environment and the management of facilities and infrastructure, of which at least 5 years at senior management level, preferably in higher education or a comparable multi-disciplinary environment.
- At least 5 years' experience managing technical/infrastructure projects (this may run concurrently with the above).
- Ability to formulate strategy, operationalise it into plans and projects, and manage the related budgets and finances.
- A demonstrated track record of managing a complex portfolio and/or running a unit of reasonable size.

Recommendations:

- A Doctoral degree.

- Professional registration with ECSA or SACPCMP, or SAFMA membership.
- Knowledge of the OHS Act, National Building Regulations, PSIRA requirements and public-sector procurement.

Competencies:

- Understanding of the operations and affairs of the university environment
- Ability to mobilise and inspire others towards shared goals
- Project Management
- Professional/technical knowledge in operations
- People Management, including performance management
- Planning and Organisation
- Client Focus
- Negotiation
- Confidentiality, tact and discretion when dealing with people
- Building Strategic Alliances and Partnerships
- Conflict Management
- Communication Skills
- Personal Impact, Stature and Credibility

Remuneration: We offer a negotiable market-related total remuneration package (**i.e., inclusive of benefits:** 13th cheque, housing subsidy/allowance, pension, medical aid, group life and study grant where applicable).

CLOSING DATE FOR APPLICATIONS: 20 November 2026

Application requirements:

1. A fully completed prescribed application form (downloadable from www.mut.ac.za).
2. A detailed curriculum vitae, explicitly stating relevant experience or knowledge fields mentioned above.
3. Certified copies of all academic qualifications plus academic records including matric certificate **(please provide academic transcripts and SAQA evaluation certificate if qualifications were obtained outside South Africa)**.
4. Proof of professional registration with a relevant professional body (where applicable) and a copy of a valid driver's licence (where applicable).
5. Certified copy of a valid South African identity document, or passport for non-South African applicants.
6. Current contact details of three contactable referees.
7. Applications must be emailed to hr.executive@mut.ac.za. Please quote the post reference and post description in the subject line.
8. No manual applications will be accepted. Only applications submitted on the official MUT application for employment form, with all required supporting documents, will be considered; incomplete applications will not be considered.
9. Only shortlisted candidates will be contacted. If you don't hear from MUT within 3 months, please deem your application unsuccessful.
10. By submitting your application, you consent to MUT verifying your qualifications and

sharing your personal information with the selection committee and other authorized stakeholders involved in the recruitment process in accordance with the Protection of Personal Information Act, 2013.

11. Appointment will be subject to verification of qualifications (including SAQA evaluation where applicable), criminal record (SAPS) clearance, credit check and reference checks.

Enquiries may be directed to:

Tel: (031) 907 7328 / 7560

Mangosuthu University of Technology is an equal opportunity and affirmative action employer. In considering candidates for appointment into the advertised post/s, preference will be accorded to persons from designated groups as guided by the approved Employment Equity Plan of the University and in compliance with the Employment Equity Act.

The University reserves the right NOT to make an appointment.