



**UNIVERSITY OF
ZULULAND**

**The University of Zululand subscribes to the principles embedded in the Employment
Equity Act**

PHYSICAL PLANNING AND OPERATIONS

DIRECTOR: CAPITAL INFRASTRUCTURE PROJECTS AND UPGRADES

(Externally Funded)

(5 Year Fixed Term Contract)

REFERENCE NUMBER: 2024/05/GM01

GRADE: 5

The purpose of this position is to lead the planning, development and management of capital infrastructure and major refurbishments and upgrades to contribute to effective teaching and learning and a conducive working environment.

KEY ACTIVITIES

- Strategic planning, and the integration of capital and refurbishment and new infrastructure projects
- The Allocation Project Resource and Utilization
- Project, Contract and Risk Management
- Development and tracking of infrastructure project plans, monitoring of infrastructure projects, and reporting.
- Functional Relationship Management
- Financial Management, Budget Management, Control and Reporting
- Staff Management

MINIMUM REQUIREMENTS

- Master's degree in civil engineering, Construction Management, or Quantity Surveying, or any other related built-environment disciplines
- 8-10 years' senior management experience in construction management, or civil engineering and or any built environment disciplines.
- Experience in planning, delivery of infrastructure projects and on implementation of large-scale infrastructure projects including refurbishments and upgrades of infrastructure related projects.
- Experience to conduct Spatial Development Frameworks (SDF) projects.

- Experience to develop and costing of concept designs, plans, and implementation of building standards and norms as part of statutory requirements.
- Technical expertise with capital and infrastructure projects from inception to operations and maintenance, including strategy planning, funding, procurement, project management, risk assurance, governance, and optimization.
- Experience on implementing turn key, NEC projects and understanding the NEC family of contracts.
- Develops, direct, and implement short to long-term range plans, manage budgets, and understand the process of approving project budget and expenditure.
- The development and tracking of infrastructure project plans, monitoring of infrastructure projects, and reporting.
- Financial management and the management of Occupational Health and Safety in all infrastructure projects.
- Manages the overall performance of all the subordinates consistent with the operational or organizational requirements.
- Performance assessment and reporting of contractors and professional service providers.
- Professional registration with any of the Council is a prerequisite.
- Code 8 driver's license.
- Police clearance certificate

OTHER REQUIREMENTS

Knowledge

- Project Management Principles.
- Strategic Management.
- Built environment.
- Bill of Quantities
- NEC Suite of Contracts and JBCC
- Contract Management.
- Construction Safety, National Building Regulations OSH Act.
- Financial Management Principles.
- MS Office Suite (MS Project, Excel, Word).

Skills

- Communication
- Interpersonal
- Time Management
- Leadership
- People Management
- Reporting

- Relationship Management

Behavior / Attributes

- Customer Focused
- Result Orientated
- Deadline Driven
- Reliable and
- Work Under Pressure

CLOSING DATE: 12 May 2024

All applications must include the following which are critical in evaluating applicants received: (a) A Self - Evaluation by the applicant of his/her ability for the appointment; (b) an application form; (c) A detailed Curriculum Vitae; (d) Certified copies of all academic qualifications, ID; and (e) Names and contact details of at least three contactable work related referees (one must be a current or recent superior).

For the application form, please log on to the University website and click on vacancies (<http://www.unizulu.ac.za/vacancies>). To apply for these positions, please email the application form and the required documentation to Ms Phili Nhlengethwa, nhlengethwap@unizulu.ac.za OR log on to **PNET** (www.pnet.co.za) and submit your application, by no later than 12h00 on the closing date stated above.

Candidates who do not meet the minimum requirements, as specified above, will not be considered and should not apply.

Please note in terms of the Universities recruitment policy preference will be given to **SOUTH AFRICAN CITIZENS**. UNIZULU is committed to employment equity and equal opportunity.

Kindly Note:

Communication will be entered into with shortlisted candidates only.

The University reserves the right not to make an appointment in the position as advertised.

The University reserves the right not to make an appointment in the position as advertised. *By applying for this: position, you hereby give consent to the University of Zululand, that your personal information like your name and surname, identity number, banking details, address, resume' etc, may be used, distributed, handled or processed and or stored, for purposes of Recruitment and Selection process of the University.*