

**INTERNAL APPLICATIONS ARE INVITED FROM INTERESTED PERSON(S) FOR THE UNDER MENTIONED POST. ADVERT IS OPEN TO EXTERNAL CANDIDATES**

## **FACULTY OF ENGINEERING AND THE BUILT ENVIRONMENT**

### **RE-ADVERT**

**Head of Department: Architecture**

**Head of Department: Town and Regional Planning**

**Head of Department: Electronic and Computer Engineering**

**Head of Department: Construction Management and Quantity Surveying**

**Head of Department: Civil Engineering and Geomatics (Durban)**

#### **Minimum requirements:**

- A PhD in the relevant discipline
- A relevance in this context will depend on the cluster of academic programmes located in the department Associate Professors, Professors or Senior Lecturers
- Five (5) years' experience in higher education and academic leadership Scholarship

#### **Duration**

- Five (5) years fixed contract, renewable for one additional term based on performance

#### **Summary of duties**

- Dealing with student queries and complaints regarding the Department/Programme. Managing and supervising staff which includes: -
- The allocation of workload. Approval of leave.
- Enhancing staff relations and building the team towards a student centred department. Attending to matters such as study leave, grievances, disputes, training & development. Appointment of part time and replacement staff.
- Programme and project budgeting.
- Enhancing Faculty projects e.g., Post graduate Recruitment and supervision, Siyaphumelela, FYSE, Orientation, Graduation.
- Provide leadership to the department in respect of Teaching & Learning and Research. Represent the department in relevant fora.

Please note that the position of Head of Department is a 5-year cyclical position renewal for one term only

**Publication:** Staff Portal and Linked In

**Applications should include:**

1. A fully completed prescribed application form which can be obtained from [www.dut.ac.za](http://www.dut.ac.za) (under the **QUICK LINKS** tab - @careers)
2. A detailed curriculum vita (explicitly stating experience or knowledge in the above mentioned fields)
3. Covering letter.
4. Certified copies of all academic records and certificates/degrees
5. Current contact information of referees.
6. Incomplete application will not be considered.
7. Please email applications to [careers@dut.ac.za](mailto:careers@dut.ac.za) and quote the post reference and post description **in the subject line.**
8. No manual applications will be accepted and **incomplete applications** will be disregarded.
9. Only applications made on our application for employment form would be considered.
10. Communication will be entered into with short-listed candidates only.

**CLOSING DATE: 26 APRIL 2022**

“While DUT strives for equal opportunities, preference will be in terms of the  
University’s equity policy”

“The University reserves the right not to appoint”