



NATIONAL UNIVERSITY OF SCIENCE AND TECHNOLOGY

DIRECTOR OF PHYSICAL PLANNING, WORKS AND ESTATES (1 POST)

Vice Chancellor's Office

The University seeks a results oriented and strategic Director of Physical Planning, Works and Estates with ability to focus on material issues, who would develop and oversee the implementation of the University's Campus Development Plans.

This is a full-time high level position in the University, reporting to the Vice Chancellor. The ideal candidate must have at least an Honours Degree in Civil/Electrical Engineering, Architecture, Quantity Surveying, Town Planning, Construction Management, or equivalent qualification, plus at least four (4) years relevant post-qualification working experience at senior management level. Possession of a Masters Degree in the above disciplines is a distinct advantage. Further, applicants should be registered with a relevant professional body. Possession of a business related qualification would be an added advantage.

Key Performance Areas

The successful candidate will be required to carry out the following key responsibilities:

- Management of design development to ensure co-ordination, cost effectiveness and compliance with design briefs, user requirements and regulations;
- Advise the Pro-Vice Chancellor on the most appropriate and beneficial strategies to be adopted for both the design team and construction of building projects;
- Draw up and administer the annual departmental budget and oversee the purchase and storage of materials and spares for buildings, infrastructure, construction and maintenance of vehicles;
- Transport Management and Planning;
- Manage the maintenance programmes of buildings, site infrastructure (electrical, sewage and water reticulation systems as well as roads), sporting and recreation facilities as well as University grounds;
- Oversee preparation and negotiation of contracts, leases, deeds, mortgages, and other real property legal documents on behalf of the University and recommend the acquisition and disposition of real estate properties, ensuring adherence to the University's campus master plan.

APPLICATION PROCEDURE

All applications will be treated in strictest confidence. Applications, which should include a curriculum vitae (giving full personal particulars of applicant including full name, place and date of birth, qualifications, employment and experience, present salary, telephone numbers and the names, addresses (including email) and telephone numbers of three contactable referees) and copies of certificates must be addressed to:

The Senior Assistant Registrar (Academic)
Human Resources Department
National University of Science and Technology (NUST)
P O Box AC 939
Ascot
Bulawayo, ZIMBABWE

and emailed to recruitment@nust.ac.zw in a **single pdf file** clearly indicating the position being applied for in the subject line.

The National University of Science and Technology is an equal opportunities employer. In the interest of promoting gender parity, female candidates are encouraged to apply.

The closing date for receipt of applications is Friday 3 April, 2020.

ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED.