

# UNIVERSITY OF SOUTH AFRICA

DEPARTMENT: UNIVERSITY ESTATES  
DIRECTORATE: PROJECT MANAGEMENT

CIVIL ENGINEER  
(P7) X 1 POSITION  
TWO (2) YEAR FIXED TERM CONTRACT  
(MUCKLENEUK CAMPUS)

(REF: UEPM/CIVIL\_ENGINEER/P7/2024/NV)

To oversee the construction and design of existing buildings, improving the structural integrity of existing buildings and ensuring that Unisa physical infrastructure is safe and capable of withstanding the elements to which they will be exposed

This is a fixed-term position for the specific project period.

## Minimum Requirements

- Valid Driver's License

## Qualification(s):

- Minimum of B.Tech, B.Sc., B.Eng
- Professional registration with ECSA either Pr.Tech.Eng or Pr.Eng

## Experience:

- Minimum of three (3) years relevant experience (after professional registration) in civil engineering services for large multi-purpose infrastructure facilities.

## Duties and Responsibilities:

- Preparing reports, designs, and drawings
- Provide technical advice to the facilities department related to Civil works designs.
- Obtaining planning and/or building regulations approvals
- Ensure As-built drawings are acquired and retained after the project close handover
- Liaising with relevant professional staff such as Architects and other professionals involved in maintenance and construction projects
- Monitoring and inspecting work undertaken by contractors
- Administering professional services contracts where required
- Managing projects for professional civil and structural engineering services
- Conduct inspections and provide reports on building structural issues
- Develop and manage the sign of critical hold points as part of quality control on projects.
- Inspecting properties to check building structural integrity.

**Assumption of duty:** As soon as possible.

**Salary:** Remuneration is commensurate with the seniority of the position

**Closing date:** 15 October 2024

Any change in conditions of service will only become operative after one calendar month's written notice and will be made in full compliance with the relevant provisions of the Labour Laws. A work-related test may be conducted

**All applications should reach UNISA before 16H00 on the closing date.**

**Enquiries:** Human Resources: Contract Appointments  
Mrs Nadia Van Vuren on (012) 429 2066 / [vvuren@unisa.ac.za](mailto:vvuren@unisa.ac.za)

University Estates: Project Management: [netshrb@unisa.ac.za](mailto:netshrb@unisa.ac.za)

- The advertisement can also be viewed on the Unisa website: <https://www.unisa.ac.za/vacancies>
- To apply please fill out the application form by clicking the link below and submit the documents listed below via email to: [UESTATES@mylife.unisa.ac.za](mailto:UESTATES@mylife.unisa.ac.za) (Certified within the previous three months):
  - Certified identity document;
  - Curriculum vitae;

- All educational qualifications certified;
  - Academic transcripts/records;
  - Proof of SAQA verification of foreign qualifications (if applicable)
  - **Application Form:** <https://forms.office.com/r/S9cmitsqRh?origin=IprLink>
- Unisa reserves the right to authenticate all qualifications without any further consent from the applicant
  - The contact details of three contactable references must be provided, one of which must be from your present employer excluding your current line manager if you are an internal Unisa applicant
  - Unisa is not obliged to fill an advertised position
  - Late, incomplete and incorrect applications will not be considered
  - Appointments will be made in accordance with Unisa's Employment Equity Plan

We welcome applications from persons with Disabilities



Correspondence will be limited to short-listed candidates only. If you have not been contacted within two months after the closing date of this advertisement, please accept that your application was unsuccessful.