



## EXECUTIVE DIRECTOR

### DEPARTMENT OF FINANCE

We invite applications for the **permanent** post of Executive Director: Finance.

We are looking for a suitably qualified professional who is experienced in managing the finances of large complex organisations, is innovative and brings an entrepreneurial approach to the University's systems, and has a passionate commitment to higher education.

As a member of the senior leadership team (Leadership Lekgotla) of the University and reporting into the Chief Operating Officer, the Executive Director: Finance has a critical role developing and delivering the University's financial strategy and objectives. The Executive Director of Finance provides commercial direction and oversight, driving financial and operating performance, and delivering value for the University and the community it serves. As the University continues to explore ways to innovate and develop its position, the Executive Director: Finance will be expected to be transformative and manage change across the organisation. You will need excellent advisory and influencing skills and the strategic acuity to anticipate and take advantage of emerging opportunities in support of the University's ambitious plans for growth and development. Comfortable with ambiguity and complexity, you must demonstrate outstanding diplomacy, communication and relationship building skills to deal with multiple internal and external stakeholders.

This is a demanding but rewarding position suited to a highly motivated, solution-focused and astute strategic leader.

UCT's financial environment, with a total recurrent revenue of R6,64 billion and recurrent expenditure of R6,28 billion (2019) is complex, comprising public funds subject to the Auditor-General's requirements for public accountability, private funds, endowments, management of investments, international grants and contracts which have specific and dedicated reporting requirements, complex VAT arrangements, and unique challenges given the variety of enterprises and projects which form part of the University's consolidated activities. The University manages 7, 582 residence beds (2019) and a substantial national property portfolio with a full inhouse staffing compliment; and the university engages in commercial enterprises and in the growth, development and management of Intellectual Property.

The main purpose of this position is to ensure long-term financial sustainability in support of UCT's strategic objectives. It is expected that the Department of Finance will provide effective and efficient financial services and support for UCT's stakeholders aligned with the University's Strategic Vision 2030 and related Financial Plans. The Executive Director is responsible for establishing a sound fiscal position for the University working closely with the University Executive to strategically position UCT as internationally recognised institution.

The Executive Director: Finance is expected to nurture an inclusive working environment that attracts and retains suitably qualified and diverse staff.

#### **Requirements:**

- CA registered with SAICA (or with a professional CA authority recognised by SAICA)
- Experience engaging at Board level in organisations of comparable scale and complexity in the private or public sectors with 15 years relevant experience in financial planning management and reporting, management accounting, financial accounting, fiscal management, risk management and capital development projects.
- a proven track record of strategic leadership and experience of managing the technical financial disciplines, people across multiple organisational units and organisational change

#### **Knowledge, Skills and Attributes:**

- Excellent strategic thinking and conceptual skills that facilitate the achievement of strategic, tactical and operational results.
- Excellent interpersonal, communication and presentation skills.
- Ability to relate to and work effectively with a wide range of constituencies and partners in differing circumstances and contexts.
- Demonstrated ability to make data-driven decisions, including a solid grounding in data analysis techniques.
- Ability to assess complex problems and develop innovative solutions that can sustain organisational change.

**Advantageous:**

An understanding of the South African Higher Education environment will be a strong advantage.

**Responsibilities:**

- Contribute to the development of the University's Strategic Plan and enable the development of the financial sustainability strategy and plans.
- Participate fully at senior level in all the relevant governance, leadership and management structures of the university relevant to and /or assigned to the position including the university Council, Senate and Executive Leadership committees
- Assume full operational financial responsibility for the University and its subsidiaries
- Lead, direct and manage the Finance Department, ensuring good governance and systems functioning including digitizing the financial environment for process optimisation
- Develop strategies to sustain and increase the University's revenue streams and lead the development of new revenue streams.
- Develop sound relationships with various stakeholders of the University – from government departments, local and international funding agencies, SARS, and corporate partners externally, to internal constituencies such as the Leadership Lekgotla, academic and PASS Heads of Departments, research leaders, and trade unions

The 2020 annual cost of employment, including benefits, is appropriate to the Senior Executive level.

**To apply**, please e-mail the below documents (**ideally in a single pdf file**) to Mr Craig Alexander at [recruitment01@uct.ac.za](mailto:recruitment01@uct.ac.za)

- A covering letter which addresses the above criteria, including a statement on your potential contribution as Executive Director;
- Your full curriculum vitae with the names and contact details of three referees;
- The HR204 application form for Senior Executive Posts available at: <http://forms.uct.ac.za/hr204.doc>

Please ensure the title and reference number are indicated in the subject line.

An application which does not comply with the above requirements will be regarded as incomplete. Only shortlisted candidates will be contacted and will be required to undergo assessments.

**Telephone:** 021 650 5429

**Website:** [www.uct.ac.za](http://www.uct.ac.za)

**Reference number:** E200345

**Closing date:** 11 February 2021

*UCT is committed to the pursuit of excellence, diversity and redress in achieving its equity targets. Our Employment Equity Policy is available at [www.uct.ac.za/downloads/uct.ac.za/about/policies/eepolicy.pdf](http://www.uct.ac.za/downloads/uct.ac.za/about/policies/eepolicy.pdf). For this post we seek particularly to attract Black (African and Coloured) South African candidates.*

**The University reserves the right to extend the closing date if deemed necessary and reserves the right to make no appointment.**