

The Deputy Vice-Chancellor (Finance and Administration) at Stratostaff

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Job Description

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At Stratostaff we design, implement and manage workforce solutions for large, specialized or routine staff complements giving you the opportunity to focus on your core business.

Key Areas of Responsibility

Provide leadership and guidance to the departments within the division incl. Finance, ICT, Human Resources, General Administration, and Marketing.

Oversee the development and implementation of the University's strategic and business plans.

Develop and implement appropriate policies, procedures and guidelines.

Coordinate preparation, approval, implementation and review of budgets, financial reports, and forecasts.

Develop the structures, systems and culture that enables the University to attract, develop and retain the best human resources.

Oversee the development and deployment of a dynamic and responsive ICT strategy and investments.

Develop and oversee a resource mobilization strategy that supports the diverse needs of the University and its stakeholders.

Drive the growth of partnerships and alternative revenue streams

Oversee the development and execution of an effective growth-oriented marketing strategy.

Oversee engagements with internal and external stakeholders of the University on various management and technical issues.

Ensure compliance with all statutory and regulatory requirements.

MINIMUM REQUIREMENTS:

An MBA or equivalent degree earned from a recognized University.

Candidates with a PhD/Doctorate degree will have an added advantage.

Significant experience at the University or similar tertiary organization in either full time or adjunct capacity

At least five years management experience in industry (outside Academia), with exposure to hands-on financial and operational management practices.

Proven track record of success in previous management-level roles.

Active membership of a business-related professional association will be an added advantage.

PERSONAL ATTRIBUTES

Spearheading prudent financial management.

Driving change and achieving organizational growth.

Developing, managing, and motivating teams to deliver excellence.

Leading strategic projects.

Working with Boards and external stakeholders.

Knowledge and experience of strategic planning and strategic thinking.

High integrity and professionalism.

Strong work ethics.

Innovativeness.

Strong leadership skills.

Excellent interpersonal skills.

Ability to work under pressure.

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