



PROGRAMME CO-ORDINATOR

(Payclass 09)

EXECUTIVE EDUCATION

GRADUATE SCHOOL OF BUSINESS

The UCT Graduate School of Business invites applications from dynamic and energetic individuals with a sound understanding of adult learning principles and a strong client focus. You will be responsible for managing, coordinating and delivering efficient, professional and cost-effective contact sessions; also managing and controlling the inter-modular periods of the various programmes on offer and supporting the Course Convenors.

For detailed information on this post, please view the job description on the following link: ([view](#))

To view and apply for this position, please visit the UCT Jobs site [View](#) (For Internal Applicants) and [View](#) (For external Applicants) to create a profile and to submit your application.

Closing date: 22 January 2025

Reference:

ID 862

UCT is a designated employer and is committed to the pursuit of excellence, diversity and redress in achieving its equity targets in accordance with the Employment Equity Plan of the University and its Employment Equity goals and targets. Preference will be given to candidates from the under-represented designated groups. Our Employment Equity Policy is available at www.hr.uct.ac.za/hr/policies/employ_equity

UCT reserves the right not to appoint.