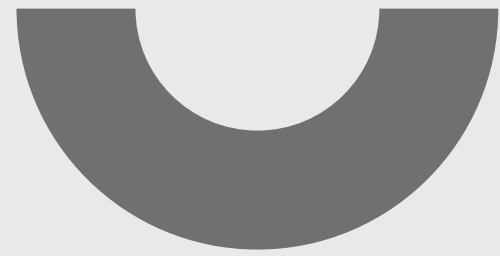


**Moses Kotane  
Research Institute**

Research · Innovation · Excellence



# EMPLOYMENT OPPORTUNITY

BUSINESS UNIT: RESEARCH

POST TITLE: MANAGER: RESEARCH & PUBLICATIONS

SALARY: R1 130 429,53 PER ANNUM (ALL-INCLUSIVE

REMUNERATION PACKAGE) -DPSA LEVEL 13


CENTRE: DURBAN

REFERENCE: RPM 01/25

**CLOSING DATE: 24 MARCH 2025**

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**CENTRE: Durban**

**REFERENCE: RPM 01/25**

**CLOSING DATE: 24 March 2025**

## **REQUIREMENTS:**

The ideal candidate must be in possession of a Doctoral degree in Social Sciences, Economic, Business or any other relevant qualification (SAQA NQF 10). ■ Minimum of 5 years independent research, publication, stakeholder engagement and contract management experience, 3 years of which should be at management level ■. Experience in fundraising would also be an added advantage. ■ A valid driver's License is a must as the position requires travel.

## **ESSENTIAL KNOWLEDGE, SKILLS AND COMPETENCIES REQUIRED:**

The successful candidate must have: ■ Excellent oral, written, and interpersonal communications skills ■ Good co-ordination and project management skills ■ Ability to apply sound research techniques, methodology and logical critical analysis ■ Ability to evaluate, verify, and edit research data. ■ Ability to establish and maintain quality, safety, and data control standards ■ Academic writing ■ Facilitating teamwork ■ Ability to work independently, accurately and to problem solve technical and methodological issues that arise during any research project. ■ Computer literacy (MS Word, Excel, PowerPoint and/or Project).

## **KEY RESPONSIBILITIES:**

The successful candidate will be required to manage the implementation of the research strategic and operational plans ■ Research project management ■ Conduct research for publication management ■ Conduct research, publicise and disseminate research as required ■ Collaboration and stakeholder engagement. ■ Present research findings in both internal and external platforms ■ Funding generation and revenue growth ■ Contract and risk management. ■ Resource management.

## **DIRECTIONS TO APPLICANTS:**

Interested applicants are encouraged to apply for posts through the online e-Recruitment system at [www.kznonline.gov.za/kznjobs](http://www.kznonline.gov.za/kznjobs) or submit their applications to: [recruitment@moseskotane.com](mailto:recruitment@moseskotane.com). The application must **clearly state the position applied for and the corresponding reference number on the subject line** must include a detailed copy of a CV, recently certified copies of (1) ID, (2) driver's license and (3) certified copies of relevant certification (not older than 6 months). Applicants are to ensure that they submit all required documentation stated above, as failure to do so may lead to disqualification of the application during the selection process.

Applicants may also visit any one of our Designated Online Application Centres (DOACS) where our friendly staff will assist you with applying online. You can find the list of Designated Online Application Centres (DOACS) at [www.kznonline.gov.za/kznjobs](http://www.kznonline.gov.za/kznjobs)."

For any technical queries contact the Human Resources manager, Ms Mngoma at [hadmin@moseskotane.com](mailto:hadmin@moseskotane.com). Candidates who have not heard from MKRI within 6 weeks from the closing date can consider their application unsuccessful. Applicants will be disqualified for any incorrect information supplied.

Candidate may undergo assessments, competency tests and verification assessments.

The Moses Kotane Research Institute is an equal opportunity, affirmative action employer and preference will be given to suitably qualified candidates from designated groups in terms of Employment Equity Act, 1998. The Institute reserves the right not to make these appointments.

**CLOSING DATE: 24 MARCH 2025**