



Botswana International University of Science & Technology

VACANCY ANNOUNCEMENT

The University is looking for qualified and experienced individual for the below stated position.

The successful candidate will be appointed on a fixed term contract of up to five years.

DIRECTOR COMMUNICATIONS & PUBLIC AFFAIRS

Main Purpose of the Job

- Responsible for senior level decision making, day to day management and strategic direction in the areas of communication, marketing, branding, as well as public, media and other stakeholder relations, with the view to promote the organisation, its image and visibility, develop the BIUST brand name and ensure public awareness of BIUST.
- Advise and guide departments and Schools on all matters related to communication and stakeholder relations.
- Expertly guide the work of the department's staff, steer them towards effective delivery of the department's mandate and achievement of its goals, and ensure optimal use of all resources within the department.

Minimum Requirements

Education: At least a Masters in Corporate Communications, Marketing, Mass Communications, Public Relations or related fields from a recognised institution

Professional/Technical: Membership of an internationally recognised institute of public relations

Experience: At least ten (10) years' post qualification experience in communications & public relations, five (5) of which should have been at senior management level. Relevant work experience in a higher education institution will be preferred.

The position requires the following competencies:

- Ambition to achieve the highest standards in the delivery of own work
- Apply interpersonal styles/methods to develop, motivate and empower individuals to achieve goals.
- Maintain quality whilst working under pressure and adhering to deadlines
- Conceptual and practical thinking
- Customer focused
- Decisive and assertive
- Organisational awareness with an understanding of how to engage the University to get things done
- Maintain confidentiality and aware of sensitive situations
- Personal value system (personal integrity, conscientiousness and strong moral character)
- Professionalism and adherence to good work ethics
- Question status quo / conventional approaches and encourage new ideas and innovation for progress
- Resilience, personal drive and self-motivation
- Results and performance driven
- Team player with strong dedication to BIUST's purpose and mission
- Visionary, thinks and acts strategically
- Work well in a multi-cultural environment

Remuneration

The University offers an attractive package, commensurate with qualifications and experience.

If you meet the requirements of the above stated position, please send your application letter, detailed Curriculum Vitae and certified copies of academic qualifications including at least three (3) recent professional references to; Director, Human Resources at the email address below.

recruitment.cpa@biust.ac.bw

For any further enquiries, you may call Mr. Senabye or Mr. K Abram @ +267 4931301 / 4931310

CLOSING DATE: May 21, 2023



www.biust.ac.bw

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