



# VACANCY BULLETIN

**Tshwane University  
of Technology**

*We empower people*

**EXTERNAL ADVERT**  
**SPORT OFFICER**  
**SPORT AND RECREATION**  
**PRETORIA CAMPUS**  
**POST LEVEL: 10**  
**REF : 26/H02**

The Directorate of Sport and Recreation seeks to appoint a Sport Officer at Pretoria Campus whose primary role will be to effectively coordinate and organize identified/allocated sport and recreation activities and events at Pretoria Campus. The position is available to applicants who meet the requirements as outlined below:

**INSTRUCTIONS:** Applicants are required to submit, together with the CVs, a fully completed standardized application form available from the university intranet as well as recently certified copies of qualifications and Identity Document. Failure to comply with this instruction will disqualify the candidate. Further note that candidates may be expected to make a presentation or undergo competency testing.

### **Critical Performance Areas**

- Coordinate and organize sport mass participation, development and high performance programmes, activities and events.
- Administration of allocated funds.
- Policy development and implementation.
- Providing guidance and leadership to junior staff and students sport structures.
- Liason with provincial and national sport structures.
- Coordination and organizing of community engagement projects.
- Liaison with provincial/regional government departments.
- Assist with marketing of institution through sport.

## Minimum Requirements

### 1. Academic qualifications

- NQF level 6  
A relevant 3 years qualification in sport and recreation or related field of study.  
Plus  
3 years relevant experience

### 2. Knowledge and Skills

- Provincial and club management structures, practices and policies.
- USSA policies, rules and regulations.
- Specific knowledge and experience of sport administration, sport science, and/or coaching.
- Experience within student sport structures at national/provincial level.
- Experience of sport administration at national (USSA) and/or provincial level.

Candidates may be subjected to appropriate psychometric testing and other selection instruments.

Send your CV to: [Recruitment8@tut.ac.za](mailto:Recruitment8@tut.ac.za)

**Closing Date: 03 May 2026** – Enquiries to Dr H Mashego, Tel: 012 382 5389. **NB.:** If we have not responded within a month from the closing date, you should regard your application as unsuccessful. Correspondence will only be entered into with short-listed candidates. **The University reserves the right not to make an appointment.** It is the intention of the University to promote representativity in respect of race, gender and disability through the filling of this post.



Women and People with disabilities are encouraged to apply.