



SUPERVISOR: TRADE CREDITORS

(Payclass 09; Permanent)

PROCUREMENT AND PAYMENT SERVICES FINANCE DEPARTMENT

The Procurement and Payment Services Department at UCT is seeking to appoint a responsible and energetic person to the position of Supervisor (Trade Creditors) as soon as possible.

The successful incumbent will be responsible for supervising a team of Recon and Creditors Clerks ensuring all documents for payment to Local Vendors for goods and services rendered are processed and paid in accordance with the University Policy & Procedures.

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: 25 October 2024

Reference:

ID 819

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.