



SEFAKO MAKGATHO HEALTH SCIENCES UNIVERSITY

OFFICE OF THE DEPUTY VICE-CHANCELLOR: ACADEMIC AND RESEARCH

CENTRE FOR UNIVERSITY TEACHING AND LEARNING

Sefako Makgatho Health Sciences University (SMU) is on a renewal path with exciting and unique opportunities to shape the training of medical and other health professionals, and scientists in general. We are on a vigorous campaign to attract top talent to join our exciting journey, as reflected in the opportunities below:

TV AND SOCIAL MEDIA DESIGN SPECIALIST (1 POST)

Ref: 104/2025/BGM/P9

The University is seeking a dedicated and passionate incumbent who will be responsible for the development and recording of multimedia and social media content for teaching and learning and other related institutional activities that will assist the Medical Illustration and Audio-Visual Services Unit (MIAAVS) in achieving its strategic objectives and goals. He/She will report to the Manager: MIAAVS and must meet the requirements, competencies; and be responsible for the following key performance areas below.

MINIMUM REQUIREMENTS

- Relevant Bachelor of Arts or Honours Degree in Film and Television Studies or Motion Picture Medium or equivalent
- At least three (3) years related experience in television production
- Experience in the medical/educational sector will be an added advantage
- Experience with Windows OS, AppleMac, MS Office, Adobe and relevant Television editing and TV Broadcast Production software

COMPETENCIES

- Technical/ professional knowledge and skill
- Good writing and presentation skills
- Good communication and interpersonal skills
- Planning and organising skills
- Building interpersonal relationships
- Adaptability and ability to work under pressure
- Problem Solving
- Quality commitment / Attention to detail

- Client service orientation
- Results focused
- High work standards
- Safety awareness

KEY PERFORMANCE AREAS

- Film production including filming, titling, editing, soundtrack, voice overs, scripting, lighting, camera operation, sound and vision mixing, on-site as well as off-site video recordings
- Planning and scheduling of teaching and learning, clinical and general film production such as training videos, in-theatre surgical procedures, informational, marketing and promotional projects
- Development of social media content for teaching and learning, marketing, communication and promotional activities
- Training of academic staff on television and social media etiquette and on camera behaviour
- Sourcing appropriate multimedia content and introducing innovation in multimedia content development for teaching and learning
- Instrument and Equipment Management and Maintenance
- Drive compliance with the University's Safety, Health, and Environmental (SHE) policies
- Contribute to the overall development of SMU, and actively improve institutional culture
- Perform any other duties assigned by the line manager

Closing date: 21 November 2025

Applications from Employment Agency will not be considered.

Typed applications (**quoting the reference number**) which should contain a comprehensive curriculum vitae, certified copies of all qualifications and contact details of three referees, should be forwarded for the attention of Ms BG Mbanjwa on e-mail applications in MS Word and PDF format, to hr.recruitment3@smu.ac.za

It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Failure to submit the requested documents/information will result in your application not being considered.

Telephonic enquiries regarding conditions of service: (012) 521-3071

The Sefako Makgatho Health Sciences University is an Equal Opportunity and Affirmative Action Employer.

Correspondence will be limited to short-listed candidates only. Applicants who have not been contacted within 30 days of the closing date must consider their applications as unsuccessful.

The university reserves the right to make or not to make an appointment.