

## MOSSEL BAY MUNICIPALITY

Mossel Bay Municipality, an employer committed to equal employment invites persons to apply for the undermentioned vacancy

### NETWORK OPERATOR (INFORMATION TECHNOLOGY) (APPLICANTS RESIDING IN THE WESTERN CAPE WILL RECEIVE PREFERENCE)

#### REQUIREMENTS

- Applicable Diploma in Information Technology / Information Communications Technology or equivalent e.g. A+, MCSE (NQF Level 6)
- 1 Year relevant experience
- Good interpersonal and communication skills
- Able to function on own and together as a team
- Able to work to tight deadlines
- Thorough and precise

#### KEY PERFORMANCE AREAS

- Hardware and Software installation and system setup procedures to set standard and protocol
- Providing helpdesk support services by solving software and hardware problems to ensure smooth network functionality to users
- Coordinate the implementation of procedures and systems associated with controlling information flow and information technology training initiatives
- Analyse and make recommendations pertaining to information systems hardware/software and or needed changes to capacitate end-user on specific applications
- Specific administrative activities associated with the functionality
- Reporting to ICT Manager on support and end user related issues

#### SALARYSCALE

**R252 911.76 – R328 276.80 pa (T11)**

#### CLOSING DATE

**19 OCTOBER 2018**

**(No applications received after 13h00 will be accepted)**

#### GENERAL:

- Short listed candidates may be subjected and required to undergo a theoretical and practical test.
- ***Notwithstanding any representations to the contrary, no employment contract will come into effect until a written offer has been made by the municipality to, and accepted by, the applicant***
- Applications in writing on the official application form and accompanied by a comprehensive CV, which will be regarded as confidential, must be directed to: The Senior Manager Human Resources, P O Box 25, Mossel Bay, 6500. These conditions are compulsory and failing to comply will automatically lead to disqualification of the applicant. Application forms are available on the Municipal web-site ([www.mosselbay.gov.za](http://www.mosselbay.gov.za)) or electronically available from the contact person mentioned hereunder.
- Original Certified copies of proof of qualifications should accompany the CV.
- Electronic or faxed applications will be accepted
- For equity purposes please indicate your race, gender and disability status.
- Further details are obtainable from Ms C Wagenaar or Ms L de Vos at telephone number (044) - 6065000.
- If applicants are not contacted within 40 days of the closing date, it can be accepted that they were not successful.
- The Mossel Bay Municipality is committed to comply to the requirements of the Employment Equity Act, No. 55 of 1998, for the advancement of previously disadvantaged and disabled persons.

**ADV MG GILLIOMEE**  
**MUNICIPAL MANAGER**

## MOSSELBAAI MUNISIPALITEIT

Mosselbaai Munisipaliteit, 'n werkgewer wat verbind is tot gelyke indienseeming, nooi persone om aansoek te doen vir die ondergenoemde vakature

# NETWERK OPERATEUR (INLIGTING TEGNOLOGIE)

(AANSOEKERS WAT IN DIE WES-KAAP WOONAGTIG IS SAL VOORKEUR GENIET)

## VEREISTES

- Toepaslike Diploma in Inligtingstegnologie / Inligtingskommunikasie Tegnologie of gelykwaardig bv. A+, MCSE (NKR Vlak 6)
- 1 Jaar toepaslike ervaring
- Goeie interpersoonlike en kommunikasievaardighede
- Moet op u eie asoek in 'n span kan funksioneer
- Vermoë om ander streng sperdatums te werk
- Deeglik en akkuraat

## SLEUTEL PRESTASIE-AREAS

- Hardeware en sagteware/installasie en stelselopstellingprosedures om standaard en protokol te vestig
- Verskaf hulptonbank ondersteuningsdienste deur die oplos van sagteware en hardeware probleme om vloeiende netwerkfunksionaliteit vir gebruikers te verseker
- Koördineer die implementering van prosedures en stelsels geassosiëer met die beheer van inligtingsvloei en inligtingstegnologie opleidingsinisiatiewe
- Ontleed en maak aanbevelings ten opsigte van inligtingstelsels hardeware/sagteware en/of die nodige veranderinge om eindgebruikers op spesifieke programme te kapasiteer
- Spesifieke administratiewe aktiwiteite geassosiëer met die funksionaliteit
- Rapportering aan IKT-Bestuurder oor ondersteunings en eindgebruiker verwante aangeleenthede

## SALARISSKAAL

**R252 911.76 – R328 276.80 pj (T11)**

## SLUITINGSDATUM

**19 OCTOBER 2018**

**(Geen aansoeke ontvang na 13:00 sal aanvaar word nie)**

## ALGEMEEN:

- Kortlys kandidate mag onderwerp en verplig wees om 'n teoretiese- en praktiese toets af te lê.
- ***Ondanks enige vertoë tot die teendeel, sal geen dienskontrak in werking tree totdat 'n skriftelike aanbod gemaak is deur die munisipaliteit aan, en deur die aansoeker aanvaar is nie.***
- Skriftelike aansoeke op die amptelike aansoekvorm moet vergesel word van 'n omvattende CV, wat as vertroulik beskou sal word, en moet gerig word aan: Die Senior Betuurder Menslike Hulpbronne, Posbus 25, Mosselbaai, 6500. Hierdie vereistes is verpligtend en indien dit nagelaat word sal die aansoek onmiddellik gediskwalifiseer word. Aansoekvorms is beskikbaar op die Munisipale webwerf ([www.mosselbay.gov.za](http://www.mosselbay.gov.za)), of elektronies beskikbaar by die kontakpersone wat hieronder genoem word.
- Oorspronklik gesertifiseerde afskrifte ter staving van kwalifikasies moet die CV vergesel.
- Elektroniese aansoeke of aansoeke per faks sal aanvaar word.
- Vir gelykheidsdoeleindes moet u geslag, ras en ongeskiktheid status aangedui word.
- Verdere besonderhede is verkrygbaar by Me C Wagenaar en Me L de Vos by telefoonnommer (044) - 6065000.
- Indien applikante nie binne 40 dae na die sluitingsdatum gekontak word nie, kan aanvaar word dat hulle nie suksesvol was nie.
- Die Mosselbaai Munisipaliteit is verbind tot die nakoming van die vereistes van die Wet op Gelyke Indienseeming, Wet 55 van 1998, ter bevordering van voorheen benadeelde en gestremde persone.

## **UMASIPALA WASEMOSSEL BHAYI**

UMasipala waseMossel Bhayi, njengomqeshi ozibopheleleyo kwingqesho ngokulingana umema abantu ukuba benze izicelo zesi sithuba silandelayo

### **UMQHAGAMSHELANISI WOTHUNGELWANO(IT) (ABENZI-ZICELO ABAHLALA ENTSHONA-KOLONI BAYAKUFUMANA INGQWALASELA EPHAMBILI)**

#### **IIMFUNO / OKULINDELEKILEYO**

- IDiploma efanelekileyo kubuChwepheshe boLwazi / ubuChwepheshe boNxibelelwano okanye okulingana nayo umz.MCSE (INqanaba lemfundo ekuMgangatho we NQF 6
- Amava onyaka omnye (1) kumsebenzi ofana nalo.
- Izakhono ezigqibeleleyo zonxibelelwano noluntu kunye nezoxibelelwano
- Ube uyakwazi ukuzisbenzela uwedwa kwakunye nokusebenza neqela
- Ube uyakwazi ukusebenza ngokwexesha elimisiweyo
- Ukusebenza ngocoselelo kunye nangenkcaneko.

#### **IINDIMA ZOMSEBENZI**

- Ukufakela amathumbu ekhompuyutha kunye nezoxomelelelo kunye nokufakela iinkqubo ekumiseleni imigangatho yokuziphatha.
- Ukunikezela inkxaso kwiDesika yoNcedo ngokusombulula iindlela zokusetyenziswa kweenkqubo zekompuyutha kunye neengxaki zonxibelelwano ukuqinnisekisa ukusebenza ngokufezekileyo nangokugqibeleleyo kwabasebenzisi beenkqubo ezo.
- Ukulungelelanisa ukusetyenziswa kweenkqubo ezimalunga nolawulo lweengcombolo kunye nobuchwepheshe bokumisela iziqalo zoqeqesho kubuchwepheshe.
- Ukuhlalutya nokubonelela ngezindululo ezimalunga neenkqubo zeengcombolo zolwazi ezisetyenziswayo kunye neenguqu eziyimfuneko ekuthwaliseni ulwazi kwabasebenza ngezi nkqubo.
- Imisebenzi ethile yolawulo emayelana nokusebenza.
- Ukwenza ingxelo kuMphathi we ICT malunga nenkxaso kunye nemibandela emalunga nabo basebenzisa ezi nkqubo

**UMLINGANISELO WOMVUZU: R252 911.76 – R328 276.80 ngonyaka(T11)**

**UMHLA WOKUVALA: 19 OCTOBER 2018  
(Izicelo ezifunyenwe emva komhla aziyi kwamkelwa)**

**GABALALA:**

- Abagqatswa/abenzi-zicelo abathe bafakwa kuluhlu olufutshane baya kulindeleka ukuba benze uvavanyo lomsebenzi ngezandla nangomlomo. ***Nangona kungakho nalo naluphina ummelo, akukho sivumelwano sengqesho siyakusebenza phambi kokuba esi sinikezelo sibe samkelwe ngulowo sithe samkelwa isicelo sakhe.***
- Izicelo ezibhaliweyo kwifomu esesikweni nezikhatshwayi-CV egqibeleleyo, neyakuthatyathwa njengeyimfihlo, kufuneka zingeniswe ku: The Senior Manager (Human Resources), P.O. Box 25, Mossel Bay, 6500. Le miqathango isisinyanzelo kwaye ukusilela ukuyithobela kuyakukhokelela ekukhatyweni kwesicelo sakho. Iifomu zezicelo ziyafumaneka kwi-website kamasipala ([www.mosselbay.gov.za](http://www.mosselbay.gov.za)) okanye ungazithunyelwa nge-imeyile xa uthi waqhagamshelana nomntu ochazwe apha ngezantsi. Izicelo ezingeniswa nge-imeyile ziya kwamkelwa.
- Iikopi zeziqinisekiso zeziqumfundo neziqinisekisiweyo njengeziyinyaniso kufuneka zikhaphe iCV yakho.
- Ngesizathu sengqesho ngokulingana nceda uphawule uhlanga, ubuni kunye nokhubazeko.
- Iingombolo ezithe vetshe ungazifumana kuNkszn C Wagenaar okanye uNkszn L de Vos kulenombolo yomnxeba (044)606 5000.
- Ukuba akufumenanga mpendulo kwisicelo sakho kwisithuba seentsuku ezingama-40, ungathabatha ukuba isicelo sakho asamkelekanga.
- uMasipala waseMossel Bhayi uzibophele kwingqesho ngokulingana kwaneemfuno zoMthetho weNgqesho ngokulingana, Nombolo 55 ka 1998, kwabo bebekade behlelekile ngaphambili kunye nabakhubazekileyo.

**GQWETHA MG GILIOMEE**  
**UMPHATHI KAMASIPALA**