

LOCAL MUNICIPALITY OF LEKWA

The Lekwa Local Municipality with its seat in Standerton, invites applications from qualified, motivated and innovative individuals for the following position to become part of and join a dynamic and growth orientated Local Authority.

MANAGER INFORMATION TECHNOLOGY (Re-advertisement)

Reference Number MCS/IT/001

Travelling allowance of 750 kilometres per month

Minimum Requirements

- Appropriate Degree/Diploma in Information Technology or equivalent qualification.
- Relevant skills and practical experience at senior management level.
- Three years experience in IT and system administration.
- State IT environment experience will be an added advantage.
- Valid Code B driver's licence.

Key Performance Areas

- Monitor day-to-day operation of network usage.
- Implement and report on IT framework.
- Prevent, report and correct all misuse/abuse of the Lekwa Local Municipality ICT system.
- Manage, maintain and update the web-site.
- Maintain server utilization to meet daily requirements.
- Manage the e-mail account and archives.
- Administer all servers and backups.
- Implement the Disaster Recovery Plan and Business Continuity Plan.
- Support financial system development, technical server, administration, document management and GIS.
- Ensure that IT standards are enforced.
- Co-ordinate tasks/activities associated with the provision of the end-user support and analysis, diagnosis and resolve software/hardware related problems ensuring optimum and uninterrupted functionality of operating systems and application.
- Ensure compliance with legislation dealing with records management and archive.

Salary: R452389.70 per annum. TG 16.

Please Note:

1. Interested applicants meeting the requirements are requested to forward an application letter, comprehensive Curriculum Vitae, together with originally certified copies of qualifications and identity documents to **The Municipal Manager, attention Human Resources Manager, P.O. Box 66, Standerton, 2430** or hand deliver such at the **Lekwa Local Municipality Administrative Building, Corner Dr Beyers Naude and Mbonani Mayisela Street, Standerton.**
2. Faxed or e-mailed applications will not be considered.
3. Correspondence will only be entered into with shortlisted candidates. Applicants who have not been contacted within thirty (30) days of the closing date should consider their applications unsuccessful.
4. Lekwa Local Municipality reserves the right not to make any appointment.
5. The submission of an application gives Lekwa Local Municipality the right to make inquiries necessary to obtain information regarding the applicant's background. Such enquiry will include current and previous employers as well as academic institutions.
6. The Application Form for Employment available on the Lekwa Local Municipality website at www.lekwalm.gov.za must be completed.
7. Applicants from the disadvantaged group are encouraged to apply.
8. Those who applied previously are kindly advised to re-apply.
9. For further enquiries please contact the Human Resources Administration Officer, Mr. F.N. Gqwashu at 017 712 9643.

Closing date for applications: 26th June 2017