



ELIAS MOTSOALEDI LOCAL MUNICIPALITY

Elias Motsoaledi Local Municipality with its seat in Groblersdal Limpopo Province is committed to the achievement and maintenance and equity in employment, especially in respect of race, gender and disability. Suitable candidates are invited to apply for the posts as indicated below.

**IT TECHNICIAN: DEPARTMENT CORPORATES SERVICES,
REMUNERATION: R169 284 p.a, PERMANENT POST,
TASK GRADE: 10 REF: IT15112012**

MINIMUM QUALIFICATIONS AND REQUIREMENTS: N+, A+ Certificate or National Diploma Information Technology specializing in IT support will be an advantage • Valid Driver's License code 8 or 10 • Minimum 3 years experience in IT User support.

RESPONSIBILITIES/DUTIES: Provide first line desktop user support to all users as well as supporting satellites office

- System troubleshooting, diagnosing and resolving desktops challenges and escalating them when necessary
- Providing IT support speedily, accurately and early user response
- Configuration of computer hardware, software of users and management.

**WEBSITE OFFICER: DEPARTMENT CORPORATES SERVICES,
REMUNERATION: R169 284 p.a, PERMANENT POST,
TASK GRADE :10, REF : WEB15112012**

REQUIREMENTS: Graphic design, web design certificate, ASP, JSP, PHP certificate or National Diploma Information Technology specialises in web design • HTML, CSS, Photoshop, SQL , ASP and PHP knowledge • 2 years experience in website design.

KEY RESPONSIBILITIES: Provide maintenance & updating of information from departments and sections to the website • Develop standard compliant (X) HTML and PHP website or web page with a cross-platform & cross-browser compatibility or revamp our website from scratch • Design the Municipality Intranet.

PLEASE NOTE: Each applicant must submit the following: A signed application letter • Comprehensive CV • Certified copies of qualification • Certified copy of identity document.

1. Applicants who have not received any response within 30 days of the closing date should regard their application as unsuccessful.
2. A candidate who canvasses any Councilor or official for preference will be disqualified immediately from the selection process or from appointment.

CLOSING DATE :10 December 2012
Applications for the positions should be forwarded to:
**Manager Human Resources, P O Box 48,
GROBLERSDAL, 0470.**

NB: Faxed and emailed applications shall not be accepted. For further information please contact: Manager Human Resources MR L.M MAFIRI during working hours at: (013) 262 3056.

**Mrs. M.M Mtsweni
Municipal Manager**