

**ELIAS MOTSOLEDI LOCAL MUNICIPALITY**

P O BOX 48  
GROBLERSDAL  
0470  
Tel: 013-262 3056



Civic Centre  
2<sup>nd</sup> Grobler Avenue  
GROBLERSDAL,  
0470

Elias Motsoaledi Local Municipality (EMLM) with its seat in Groblersdal Limpopo Province is an equal opportunity employer. In the filling of vacant posts hereunder, the objectives of s195(1)(i) of the Constitution of the Republic of South Africa, 1996, the Employment Equity imperatives as defined by the Employment Equity Act 55 of 1998 as well as the relevant Human Resources prescripts of EMLM will be taken into consideration.

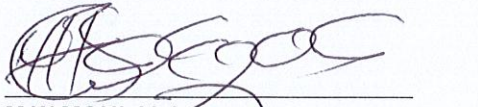
**INTERNAL / EXTERNAL ADVERT**

<b>JOB TITLE</b>	<b>SYSTEM ADMINISTRATOR</b>
<b>NO OF POSTS</b>	ONE (1)
<b>DEPARTMENT</b>	CORPORATE SERVICES
<b>TERM OF APPOINTMENT</b>	PERMANENT
<b>PLACE OF WORK</b>	GROBLERSDAL
<b>PAY RANGE</b>	R327 492- R368 724 pa. (Excluding Benefits)
<b>REF NO</b>	SA-03
<b>Qualifications</b>	3 years tertiary qualification in Information and Communication Technology (ICT) (preferably National Diploma / Degree majoring in Sever Support)
<b>Experience</b>	2- 5 years' relevant experience
<b>Knowledge and scope of work</b>	Applies a body of specialist IT knowledge to an aspect within the IT discipline and provides specialist advice to clients
<b>Summary of the core functions</b>	Responsible for the design, implementation, and support of core Windows server infrastructure in the corporate environment (Active Directory, The Domain Name System (DNS), Certificate Services, Active Directory Federation Services (AD FS)). Installing and configuring in a Windows server working with network protocols and services including Windows Server 2016/22 or higher, TCP/IP, DHCP, and DNS, Troubleshoots legacy Linux, Windows, and ESX server and OS issues. Executes a planned program of virus updates, patches, and service pack management, including testing, deployment staging, and documentation. Support for the Windows Server and Virtualization Infrastructure, the audit and compliance, and server hardware . Perform file system configuration and management; define and perform server backups and recovery procedures. Plan and

	<p>implement server upgrades, maintenance fixes, and vendor-supplied patches. Monitor and test system performance and provide performance statistics and reports. Ensure system connectivity of all servers, shared software, groupware, and other applications. Research emerging products, services, protocols, and standards in support of systems software procurement and development efforts. Perform and test backups and restores to ensure that enterprise data is effectively protected. Monitor, analyse, and predict trends for storage equipment performance, space allocation, and data growth to recommend enhancements</p>
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Applicants for these posts must submit the fully completed and signed official “Application Form for Employment Staff Members Post(s)” which can be downloaded from the Elias Motsoaledi Local Municipality’s website at [www.eliasmotsoaledi.gov.za](http://www.eliasmotsoaledi.gov.za) or obtainable from the HR Office and must be accompanied by their detailed curriculum vitae with proven experience, contactable references, and competency requirements of the posts registration with a relevant professional body if applicable, disclosing full details of any dismissal for misconduct or substandard performance and any disciplinary actions, whether pending or finalized instituted against the applicant from current and previous employment, **recently (not older than 3 months old) certified copies of academic qualifications (Matric Certificate; National Diploma / B-Tech Degree / Degree; Academic Record) and Identity Document (ID)**. It is the responsibility of applicants in possession of foreign qualifications to submit evaluated results by the South African Qualifications Authority. Any misrepresentation or failure to disclose material information is a breach of the Code of Conduct for Municipal Staff. The successful applicant(s) shall be required to sign an employment contract, disclosure of benefits and interest, and where applicable or necessary performance agreement, undergo screening and vetting. Late, faxed, e-mailed, or **applications not made on the prescribed official application form shall not be considered**. Canvassing Councilors or officials for the appointment is strictly prohibited and will automatically disqualify the applicant. Failure to submit all the required documents shall render the application invalid. Should you not hear from the Municipality within 30 working days after the closing date, regard your application as unsuccessful. The Municipality reserves the right not to appoint these posts. Inquiries shall be directed to the Manager of Human Resources Management and Development Mr. Mafiri L.M @ 013 262 3056 and applications forwarded to: **The Acting Municipal Manager, Elias Motsoaledi Local Municipality, P.O Box 48, Groblersdal, 0470**, or hand-delivered to the Office of the Manager Human Resources Management and Development, 2<sup>nd</sup> Grobler Avenue, Groblersdal, 0470.

**The closing date shall be Friday, 29 December 2023 at 16H15.**


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**M.W MOHLALA**  
**ACTING MUNICIPAL MANAGER**

04/12/2023  


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**DATE**