



GREATER LETABA MUNICIPALITY

Greater Letaba Municipality invites suitably qualified candidates to apply for the following position:

CORPORATE SERVICES DEPARTMENT

INFORMATION TECHNOLOGY OFFICER

Salary: R 11 293.00 Per Month (Six months contract)

Requirements: * Diploma or Degree in Information Technology with extensive experience.

Duties and responsibilities: Establishment of an IT plan, operation plan, policy guidelines on IT for the municipality, Maintain accurate assets register for all IT infrastructure. Configure e-mails and make back- up on both to server and all desktops. Give internal Computer to staff training and awareness training regarding information security. Installation, support and maintenance of network hardware and operating systems. Network infrastructure problem solving.

Greater Letaba Municipality is an equal opportunity affirmative action employer. It is our intention to promote representation (race, gender and disability) in the municipality through filling of these positions and candidates whose appointment /transfer/promotion will promote representation will receive preference. The municipality reserves the right not to fill any of the advertised position(s).

Interested persons may send an application letter stating clearly the position the applicant is applying for, certified copies of academic qualifications, certified copies of Academic records and the curriculum vitae must accompany all applications. Short listed candidates will be required to produce original copies of qualifications on or before the appointment.

Correspondences will only be entered into with short listed candidates. If you do not receive notifications regarding your applications within 60 days of the closing

date, kindly assume that your application was not successful. Applicants will be penalized for canvassing

Please forward all applications to: **The Municipal Manager, Greater Letaba Municipality. P.O. Box 36, Modjadjiskloof. 0835**, or applications may be hand delivered at the **Municipal Offices. Civic Centre, Botha Street, Modjadjiskloof** and no faxed or e-mailed applications will be accepted.

Enquiries : Shilenge R R/ Mahlagaume T.M @ 015 309 9246/7/8

Closing date: 11 March 2011

**MAHLAGAUME T M
ADMIN: HRM**

COMMENTS:

**SHILENGE R.R
ASSISTANT DIRECTOR: CORPORATE SERVICES**

COMMENTS:

**MASHABA T.G.
DIRECTOR: CORPORATE SERVICES**

APPROVED / NOT APPROVED

I.P. MUTSHINYALI

MUNICIPAL MANAGER