

KNYSNA MUNICIPALITY



Applications are hereby invited from suitably qualified individuals for the following vacancy:

IT SOFTWARE SUPPORT & DATA ANALYST INFORMATION TECHNOLOGY SECTION DIRECTORATE FINANCE

Task Level 12
R214 656 to R278 616 (Basic Salary)
R327 968 to R410 628 (Total Cost to Council Package)

KEY PERFORMANCE AREAS:

- Business and systems analysis
- Translate business requirements into system requirements specifications
- Data analysis, manipulation and reporting
- Monitor and maintain system users
- Support all the systems within the organisation
- Implement and test new and enhanced systems
- Train Users
- Generate and maintain IT procedures and policies
- Generate weekly/monthly monitoring reports
- Manage IT's SDBIP indicators and report weekly/monthly where required
- Maintain the Intranet

MINIMUM QUALIFICATIONS & EXPERIENCE

B Degree (Information Technology of Information Systems) or equivalent Diploma (NQF Level 6)

Excellent analytical and problem solving skills

Experience in SQL Server essential

Experience in Sharepoint development will be an advantage

Ability to work unsupervised

Excellent customer facing/customer service skills

Sound oral and written communication skills in at least two official languages of the Western Cape

3 Years programming development experience

A passion for IT

A Valid Drivers' License

Applicable Municipal benefits will apply.

All applications will be considered but in terms of its Employment Equity Plan the Municipality would prefer to appoint a Black Female if a suitable candidate in that category can be identified.

To apply applicants must complete a Knysna Municipality Application Form and submit a detailed up-to-date CV, Covering Letter with an exposition of training, experience, competencies and previous employment record and certified copies of qualifications.

Application forms are obtainable from Reception at the main Municipal Offices in Clyde Street, Knysna and Municipal website: www.knysna.gov.za.

Completed applications should be forwarded to the Human Resource Department, P O Box 21, Knysna, 6570 or Fax Number (044) 3026333 or email: knysna@knysna.gov.za.

CLOSING DATE: 19 JUNE 2014

Please note: If you receive no notification regarding this advertisement within one month of the closing date, please assume that your application was unsuccessful.

L WARING

MUNICIPAL MANAGER

The Municipality reserves the right not to make an appointment.