

**Private Bag 9205, MAPHUMULO, 4470 | Tel: 032 481 4500 | Fax: 032 481 2068/53**

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**PUBLIC NOTICE**

Maphumulo Municipality, a category B1 hereby invites applications from suitably qualified and experienced individuals for appointment to the following post

**POST : CYBER CADET**

**SALARY (Task 10) : R228 170. 58 – R296 201. 89 per annum**

**CONTRACT : PERMANENT**

**REFERENCE NUMBER : 294CSL005**

**Basic qualifications and experience**

Diploma in Information Technology qualification obtained from a recognized tertiary institution. Two years’ experience in library information technology systems. .Ability to communicate in both IsiZulu and English languages. Code B, drivers licence. CompTIA accredited A + Certification will be an added advantage;

**Knowledge Skills and Competencies**

General understanding of library procedures and services. Provable, practical skills, knowledge and experience of computer systems. General understanding of local government systems, procedures and processes. Good interpersonal and communication skills (written & verbal). Ability to work under pressure. Willingness to work according to set library hours, including Saturdays

**Key Performance Areas**

Promote and develop computer services to the public. Administer the usage of the computer services in the library. Monitor PC, printer and connectivity hardware and software. Ensure policies for usage and security are adhered to by library users. Provide advice to library users on the use of ICT. Conduct ICT training for public library users. Ensure that ICT hardware, software and network connectivity are maintained. Provide support to the librarian on usage of ICT.

**Fringe benefits:**

In addition to the above salary the municipality will offer a 13th cheque and further contribute towards the employee’s Pension/Provident Fund and Medical Aid in accordance with its policy.

**(Women and People Living with Disabilities are encouraged to apply)**

If you meet the requirements for this post, please forward your application letter accompanied by detailed **Curriculum Vitae**, **certified copies of your tertiary qualification certificates** and **driver’s licence** to the **Municipal Manager**, Maphumulo Municipality, Private Bag X 9205, Maphumulo 4470. All applications and enquiries must be directed to **Mr. N D Hlongwa, Tel (032) 4814500. (Applications on Z 83, incomplete, late, faxed or e-mailed applications will NOT be accepted)**

**CLOSING DATE: 23 March 2022 @ 12h00.** If you do not hear from us within 4 weeks after the closing date, please consider your application as unsuccessful. The Council reserves the right to make or not to make any appointment.

**PN MHLONGO**

**MUNICIPAL MANAGER**