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2 Kingfisher Road, Mandeni, KwaZulu Natal, 4490, South Africa
PO Box 144, Mandeni, 4490

www.mandeni.gov.za

MANDENI LOCAL MUNICIPALITY

CAREER OPPORTUNITY

The following vacancy exists for a suitably qualified and experienced person to join the staff of the Mandeni Municipality within the Community Services Department.

CYBER CADET (1-2 YEAR FIXED-TERM CONTRACT)

Basic Salary: Task Grade 6 (R 108 065 – R 140 282 pa)

PN 69/2017

REQUIREMENTS:

- Senior Certificate
- National Diploma in Library and Information Sciences qualification (advantageous)
- Comptia A+ certificate
- Trouble shooting Windows XP software and printer hardware
- 3 years' experience in computers, word-processing, internet, and email
- Excellent written and verbal communication skills
- Excellent interpersonal skills
- Willing to work Library hours

DUTIES:

- Assist and train library users in basic computer skills and internet searching
- 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

Enquiries must be directed to: Ms. BL Zondo (Manager Human Resource and Employee Relations); tel: (032) 456 8200.

Please forward your application form and full CV with certified copies of certificates, quoting the relevant reference number to: Human Resources, P.O. Box 144, Mandeni, 4490 or hand-deliver to Mandeni Local Municipality, 2 Kingfisher Road; Mandeni. NB Faxed and e-mailed applications will not be considered.

Executive Committee

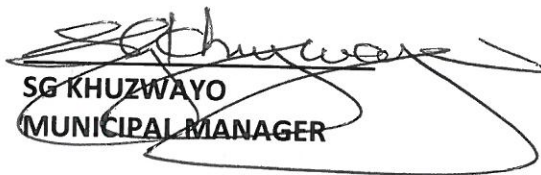
Cllr. SB Zulu (Mayor) | Cllr. PM Sishi (Deputy Mayor) | Cllr. MPP Zungu (Speaker) | Ex Officio Mr S Khuzwayo (Municipal Manager)
Cllr. NF Ntuli | Cllr. LR Mdletshe | Cllr. X Mdetshe | Cllr. MS Mdunge | Cllr. M Shelembe



The closing date for applications will be **Friday, 10th November 2017 not later than 12:00 midday**, if you do not hear from us within 30 days of the closing date consider your application as unsuccessful.

Application forms are available on the Mandeni Municipal Website www.mandeni.gov.za or at any Municipal building.

NB: the municipality is an equal opportunity affirmative action employer. The municipality reserves the right not to make appointment.


SG KHUZWAYO
MUNICIPAL MANAGER