

Ubuhlebezwe Municipality with its seat in Ixopo invites applications from suitably qualified persons for appointment to the following position:

INFRASTRUCTURE AND PLANNING DEPARTMENT

GIS DATA TECHNOLOGIST

SALARY SCALE: R 247 878.60 – R 321 753.72

Applicable benefits: medical aid, pension. 13 cheque, home owners' allowance

MINIMUM REQUIREMENTS

- Matric Certificate
- B Degree or National Diploma in GIS with 3-5 years relevant experience in the GIS field.
- 3 years applicable experience in a Data Administration environment through GIS Arc.
- Experience in using the latest ArcGIS 10.2 OR 10.3 and understanding of the older versions
- Good background in both Planning and environmental fields
- Knowledge of and experience in Geographic Information System in a Municipal environment would be advantageous
- Extensive knowledge of related Geographic Information Systems regulations/guidelines and ESRI products
- Preference will be given to candidates registered with PLATO as GIS Technician or Technician in Training and proof of registration must be submitted
- Computer Literacy in MS Word/ Excel/Access and operating systems
- Valid Code B drivers licence
- Ability to communicate proficiently in English and IsiZulu, both verbal and written
- Report- writing and presentation skills

KEY PERFORMANCE AREAS

- Perform tasks/activities associated with the preparation, updating and processing of the data through capturing storing, manipulation and maintenance of data.
- Prepare and present information using database procedures.
- Apply tools to ensure the Geographic Information System provides comprehensive and complete Information supporting analysis, discussions, queries and decision-making processes.
- Perform specific applications associated with the preparation, updating and processing data from hard copy to digital sources through GIS.
- Perform specific applications associated with maintaining Geographic Information records and databases.
- Attend to the production of Information in various forms (reports, maps) used in analysis, discussions and decision-making processes.
- Perform specific GIS Clerical activities and provide general office support.
- Maintain the IDP, SDF and environmental information for the Municipality.
- Assist with the central plan printing, internal and external, as well as storage system of the municipal plans, as and when required.
- Take care of the GIS soft and hardware systems accordingly.
- Implement and maintain a GIS database for the municipality.
- Support the municipal internal departments in terms of GIS requirements as well as knowledge of the linkage to the environmental elements related to planning.
- Update the system when changes are affected by on the spatial dimensions of the municipality.
- Provide GIS information for resource management, environmental impact assessment and planning.
- Create and update detailed maps for the purpose of assisting in master planning and development processes.

Ubuhlebezwe Municipality is an equal opportunity, affirmative action employer.

A letter of application indicating the position being applied for, together with a comprehensive Curriculum Vitae and certified copies of certificates and ID document must be forwarded to: The Municipal Manager, P. O. Box 132, IXOPO 3276 by no later than 16:00 on 03 April 2017 Faxed applications will not be accepted. If you do not hear from Council within 30 days of the closing date, please consider your application as unsuccessful.

**All enquiries should be directed to the HR Officer, Miss B Nondabula
Tel: 0398347700**

Council reserves the right not to make any appointment/appointments into the abovementioned positions.

**GM SINEKE
MUNICIPAL MANAGER**