

# Umzimkhulu



# Municipality

Tel: (039) 259 5000/5300  
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169 Main Street  
Private Bag 53  
Umzimkhulu 3297  
Email: [info@umzimkhulum.gov.za](mailto:info@umzimkhulum.gov.za)

PROVINCE OF KWAZULU-NATAL

KZN 435

## **POST: GIS OFFICER**

### **POST LEVEL 2 (PERMANENT POSITION)**

#### **MINIMUM REQUIREMENTS AND EXPERIENCE:**

- Matric
- B. degree or National Diploma in GIS, Cartography or Geography
- A valid code B driver's licence.
- Computer literate
- 2-3 years' experience
- Knowledge of the GIS field and data administration environment through ArcGIS. Knowledge of using ArcGIS 10.2 or 10.3 and other previous versions

#### **KEY PERFORMANCE AREAS:**

- Perform tasks/activities associated with the preparation, updating and processing of the data through capturing, storing, manipulation and maintenance of data
- Application of 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 and digital sources through GIS.
- Maintenance and Update of data in relation to the municipal 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 to meet the needs of the users.

Applications with comprehensive curriculum vitae, certified copies of educational qualifications must be addressed to:

The Municipal Manager – Mr Z. S SIKHOSANA; Attention: Corporate Services Manager Ms N. N. Nduku

Umzimkhulu Municipality; P.O. Box 53; 169 Main Street;  
Umzimkhulu; 3297

**CLOSING DATE: 17 OCTOBER 2016**

Canvassing support from municipal officials and councillors is prohibited and any person found guilty thereof will be disqualified with immediate effect

The uMzimkhulu municipality is committed to achievement and maintenance of employment equity and diversity especially in respect of race, gender and disability, people with disabilities are encouraged to apply and state their disability

Enquires can be directed to the Corporate Services Manager. No faxed or E-Mailed applications will be accepted.

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MR Z. S. SIKHOSANA

MUNICIPAL MANAGER