

VACANCY VAKATURE



EXTERNAL CIRCULATION

DIRECTORATE: FINANCIAL SERVICES

POST DESIGNATION: SENIOR IT TECHNICIAN - GEORGE

PERMANENT APPOINTMENT

WC0443458

REFERENCE: 4134634

CLOSING DATE: 2026-04-30 AT 16:30 PM

Salary : R 373 488 – R 484 836 per annum T11
Additional Service Benefits : Medical Aid, Pension, Housing Allowance (subject to prescribed requirements), 13th Cheque and Group Life Insurance

MINIMUM REQUIREMENTS:

- Relevant professional ICT qualification.
- 5 - 8 years' relevant experience required of which 2 must be at senior level
- Valid Code EB driver's license

COMPETENCIES:

- **Core Professional Competencies:** Business Communication, Organisational Awareness, Consulting, Planning and Organising, Monitoring and Control, Negotiation, Oral Communication, Written Communication
- **Functional Competencies:** Information Strategy, Advice and Guidance, Business and IS&T Planning, Technical Strategy and Planning, Business Change Management, Data Conversion, Operations, Installation and Integration, User Support
- **Public Service Orientation Competencies:** Interpersonal Relationships, Communication, Service Delivery Orientation
- **Personal Competencies:** Action and outcome orientation, Resilience, Cognitive ability, Learning orientation
- **Management / Leadership Competencies:** Impact and Influence, Team Orientation, Direction Setting, Coaching and Mentoring.

KEY PERFORMANCE AREAS:

- Minimize the downtime (lost productivity) a user experiences when they cannot use their equipment, or they are having software problems.
- Replace outdated and faulty equipment this allows for a more productive official.
- Ensure a fully functional network with a minimum of 99% up time.
- Empower users to become more efficient and effective.
- Ensure maximum uptime through regular evaluation of system performance and necessary hardware replacements.

SPECIAL CONDITIONS ATTACHED TO THE POST

- The duties listed in this job description are not exhaustive, and the employer is entitled to instruct the employee at any time to carry out additional duties or responsibilities which fall reasonably within the ambit of the job description, or in accordance with operational requirements.
- Works overtime and does stand-by duty.
- Confidentiality of all Software and user details.
- Good communication and other interpersonal skills.
- Must be able to communicate in at least two of the three official languages of the Western Cape.
- Must have strong problem-solving and analytical skills.
- Operate in a team environment.

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- Must be willing to sign a confidentiality agreement with the employer.

ENQUIRIES: EVERT BENADE (044 – 801 9152)

PROBATION PERIOD: 6 months

INSTRUCTIONS TO APPLICANTS

Applications must be submitted **electronically** on the E-recruitment site, which can be found on the George Municipality website, www.george.gov.za, under **Job Portal**. Applicants must register and apply online before **30 April 2026 at 16:30pm**.

Please Note the following when applying on the Portal:

- Applicants must please ensure to follow the Assisting Guidelines that can be accessed on the website under Job Portal, before completing their online application.
- Applicants should check and verify their current status or the progression of their application, by referring to their "Inbox" tab on the Portal.
- Please ensure that all the information on your profile is correct and all the necessary documents are attached, prior to submitting your job application.

Applicants must complete all the mandatory profile fields honestly and thoroughly. Please ensure the following documents are submitted under the correct field titles:

- A comprehensive CV (Stipulating full employment history-title of position held, time periods and duties).
- All applications must be accompanied by certified copies (not older than 6 months), by a Commissioner of Oath.
- All relevant Qualifications and Identity document must accompany your application. Driver's license and registration with a professional body must accompany your application only if applicable.

Only online applications will be accepted.

The turnaround time for assistance with any portal related challenges is two (2) working days. Applicants are urged to register and apply well in advance.

Disqualification:

Please note that the following may lead to disqualification:

- Applicants who attempt to gain favour with any members of the selection panel or any other employee or councillor for that matter, will be disqualified.
- Applicants who intentionally misrepresent information in pursuit of their own benefit will also be disqualified.
- According to the Local Government Municipal Staff Regulations (Gazette no. 45181), a person who was dismissed from a Municipality for any reason stated in Annexure E of the said Regulations, may not be employed in any Municipality before the period set out in the Annexure, has expired (refer to Local Government Municipal Staff Regulations: Annexure E).
- Late applications will not be accepted.
- Candidates who do not adhere to the instructions for pre-liminary evaluations, practical assessment and interviews will be disqualified.

NB: Please note, where necessary, shortlisted candidates will be subjected to a screening and vetting process. By applying for this position, candidates agree to background checks being performed which will include reference and other relevant checks.

The Municipality reserves the right not to make an appointment.

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Should you not hear from us within 3 months of the closing date, kindly regard your application as being unsuccessful.

George Municipality is an equal opportunity employer which subscribes to the principle of affirmative action and Employment Equity. Preference will be given to applicants from the designated/under-represented groups.

The appointment will be subject to the need for signing of an employment contract and, where applicable, a performance agreement and disclosure of benefits and interest.

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