



Mnquma Local Municipality • Corner King and Mthatha Street • Butterworth • 4960
Postal Address: • PO Box 36 • Butterworth • 4960
Tel: (047) 401 2400 • Fax: (047) 491 0195 • www.mnquma.gov.za

EXTERNAL ADVERTISEMENT: VACANT POSITION

**APPLICATIONS ARE INVITED FROM SUITABLE QUALIFIED CANDIDATES FOR THE
FOLLOWING POSITION:**

CORPORATE SERVICES DIRECTORATE

POSITION : MANAGER: INFORMATION COMMUNICATION TECHNOLOGY
TASK GRADE : 16
SALARY : (R724 838.46 - R940 900.78) PER ANNUM
DURATION : PERMANENT
REFERENCE NO : MNQ/ICT/MICT/2026/16

KNOWLEDGE AND SCOPE OF WORK

- ❖ Perform the full range of activities within the IT discipline or functional area; and supervise several staff and/ mentor other professionals.

MINIMUM REQUIREMENTS:

- ❖ Grade 12 plus B/Degree (NQF 7) in Information Technology or Computer Science.
- ❖ Driver's License
- ❖ Honors Degree/Advanced diploma (NQF 8) in Information Technology and or Computer Science and Certificate in Municipal Financial Management (NQF 6) will be an added advantage.

EXPERIENCE

- ❖ 05 - 08 years' relevant experience required of which 2 must be at senior level.

CORE AND FUNCTIONAL COMPETENCIES

- ❖ **Business Communication:** Demonstrate the ability to involve customers in scoping and implementing solutions to ensure successful outcomes.
- ❖ **Written Communication:** Communication of complex information in a manner that is understandable (language and format) to the specific audience.
- ❖ **Information Strategy** Ability to develop strategies for the management and storage of electronic content

- ❖ **Advice and Guidance:** Ability to provide advice and guidance on specific aspects of IT.
- ❖ **Business and IS&T Planning:** Develop plans around security, information assurance and the innovative implementation of strategic information systems.

KEY PERFORMANCE AREAS (not limited to)

- ❖ Develop long, short and immediate term objectives and strategies associated with the provision of administrative support to Information Communication Technology;
- ❖ Set out the foundation for formulating and implementing decisions required to manage, control and monitor ICT within the municipality;
- ❖ Managing ICT service provided to the municipality;
- ❖ Direct and controls outcomes associated with utilization, productivity and performance of personnel within the ICT section;
- ❖ Manage the implementation of financial controls or procedures and provides information to support financial planning sequences;
- ❖ Manage the implementation of procedures and systems associated with controlling document flow and, quality systems/ statutory and audit requirements regulating recordkeeping;
- ❖ Manage ICT projects in order to strengthen quality of service and maintaining agreement;
- ❖ Develop and monitor security controls;
- ❖ Coordinate specific administrative and reporting requirements associated with the key performance result indicators of the functionality.

INSTRUCTIONS TO APPLICANTS:

Interested candidates must please fill the application form completely and accurately, the form is obtainable from www.mnquma.gov.za and at Recruitment office – Tiyo Soga Building_ Mnquma Local Municipality together with CV, certified original ID copies and qualifications, original certified copies not older than six (06) months for the attention of Ms V. Mviko Director Corporate Services: Mnquma Local Municipality, P.O. Box 36, Butterworth, 4960 or hand deliver at Recruitment office _Tiyo Soga Building, no 61 Top Blyth Street Butterworth.

NB: Failure to comply with the above instructions will result in disqualification of your application

Failure to submit the required documents or to comply with the above instructions will result in the disqualification of the application.

The closing date for applications is

07 October

2026 at 16:30.

DISCLAIMER:

- ❖ Mnguma Local Municipality is an equal opportunity employer and is committed to the provisions of the Employment Equity Act No 55 of 1998 for the advancement of previously disadvantaged groups, people from designated groups are encouraged to apply.
- ❖ By submitting your application for a position at the Mnguma Local Municipality, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related processes.
- ❖ The Municipality reserves the right not to make an appointment.
- ❖ Any misrepresentation or failure to disclose material information on the application will automatically disqualify your application.
- ❖ You also consent to the following risk checks should your application be shortlisted: Credit Record, CV validation, Employment record verification, Criminal check, and Identity validation.

NB. Only short-listed candidates will be contacted and if you are not contacted within six weeks after the closing date you may regard your application as unsuccessful.

Yours faithfully;



S. MAHLASELA
MUNICIPAL MANAGER

MNQUMA
LOCAL MUNICIPALITY
17 SEP 2026
DATE