higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

PORT ELIZABETH
TVET COLLEGE

EXTERNAL ADVERTISEMENT

PORT ELIZABETH TECHNICAL VOCATIONAL EDUCATION AND TRAINING [TVET] COLLEGE

APPLICATIONS: Please hand deliver your application, quoting the reference number to: The Deputy Principal: Corporate Services: Mr. D.P. Baartzes; Port Elizabeth TVET College; Erica Central Campus; 1 Richmond Park Drive; Richmond Hill; Port Elizabeth 6001; Reception Area or post your application to: Private Bag X6040; Port Elizabeth 6000

CLOSING DATE AND TIME: 30 March 2021 at 16:00

NOTE: Applications must be submitted on a Z83 application form obtainable from any public service department or on the internet at www.gov.za/documents or www.pecollege.edu.za. The duly completed Z83 application form must be accompanied by a duly signed and dated Application Letter. A recently updated comprehensive CV with three (3) contactable references and certified copies of all qualifications, the qualification transcripts of certified copies (statement of results), identity document and driver's license [where it is required] not older than six (6) months is required. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority and the evaluation certificates from SAQA must be attached. Failure to sign the Z83 form and submit the requested documents will result in your application not be considered. Candidates whose appointments will promote representivity of race, gender and disability will receive preference. Correspondence will only be entered into with short-listed applicants. If you have not been contacted within three (3) months of the closing date of this advertisement, please accept that your application was unsuccessful. Successful candidates will be subjected to personnel suitability checks (criminal record check, citizenship verification, qualification/study verification and previous employment verification). Successful candidates will also be subjected to security clearance processes. Applications received after the closing date or fax and email applications will not be considered.

POST: PROJECT ICT TECHNICIAN [Contract ending 31 August 2021]

REFERENCE NUMBER: TS14/2021PEC

SALARY : R257 508P.A + BENEFITS (SALARY LEVEL 7)

CENTRE: PORT ELIZABETH TVET COLLEGE: RUSSELL ROAD CAMPUS

NATURE OF APPOINTMENT: FIXED TERM

Port Elizabeth Technical Vocational Education and Training College (TVET)

Central Administration - Tel: 041 509 6000, Fax: 041 582 2017 ● Dower Campus - Tel: 041 509 6200, Fax: 041 481 7111
Iqhayiya Campus - Tel: 041 509 6450, Fax: 041 452 1048 ● Russell Road Campus - Tel: 041 509 6300, Fax: 041 582 2281
Victoria Campus - Tel: 041 509 6150, Fax: 041 374 5321
Private Bag X6040, Port Elizabeth 6000 ● Email: info@pec.edu.za ● www.pecollege.edu.za

YOUR FUTURE STARTS NOW

REQUIREMENTS:

Incumbent should have a relevant Senior Certificate/Grade 12/NCV Certificate (Level 4). National Diploma, or Bachelors degree in Computer Science or Information Technology and A+, ITIL v3 Foundation. Experience: 1-2 years IT environment. Software and hardware support (Windows Microsoft).

KNOWLEDGE:

IT hardware and software, understanding of desktop, networking and voice communication infrastructure, program installations, understanding of IT Help desk operation, full comprehension of IT first and second line of IT support, Effective customer relation, BAS (Desktop), PERSAL (Desktop), COLTECH (Desktop), MIS Systems and related systems (Desktop).

SKILLS:

Communication, good interpersonal skills and attention to details, Ability to prioritize, Ability to interpret ICT challenges to the users, ability to interact with service providers and time management.

ENQUIRIES: Ms C Jansen and Ms Z Cooper   **Tel: (041) 509 6000**