



## MUNICIPAL DEMARCATION BOARD

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In terms of Section 34 of Local Government Municipal Demarcation Act, 1998 (Act No. 27 of 1998) an efficient administration must be developed to support the Municipal Demarcation Board in performing its functions. Suitably qualified and experienced persons are invited to apply for the following post.

# HEAD: GIS AND DATABASE MANAGEMENT

The Municipal Demarcation Board requires the services of a qualified and competent Head of GIS and Database Management.

An all-inclusive salary package negotiable between R719 613 – R860 388 per annum is offered to the successful candidate, commensurate with qualifications, experience and competence.

The Head: GIS and Database Management will report to the Executive Manager: Operations and Research of the Board.

### Job Role Description

- Management of work in the GIS Unit, including budgets, deadlines, stakeholder expectations and resources.
- Execution of technical GIS related projects. GIS work typically includes the following:-
  - Mapping;
  - Planning studies including routing, zoning, etc;
  - Data capturing (including field survey data), acquisition, checking, cleaning, digitising, conversions;
  - Database compilation, manipulation, reporting and analysis;
- Understanding, using and conversion of various coordinate systems.
- Mentoring and technical assistance to GIS resources.
- Identification of additional resource requirements.
- Formulate and review corporate policy, standards and procedures.
- Design GIS interfaces.
- Establish security and integrity measures for corporate implementation

### Competencies

- Expert level in ESRI products and Microsoft products:-
  - ArcGIS (at least 5 years experience in map making and GIS analysis)
  - ArcGIS Server (at least 2 years experience)
- At least 2 years hands on experience in managing data and applying database technology
- 3-5 years experience in the management of spatial information.
- Data management and warehousing.
- Data integrity analysis.
- Advanced level at the Microsoft Office Suite (Word, Powerpoint, Excel and Access)

### Requirements

- An appropriate qualification in Computer Science or Management Information Systems, Bachelors degree in GIS, Database Administration or Town Planning with major GIS components in the qualification curriculum.
- The applicant must have a minimum of five years of GIS and management experience.
- The successful candidate will have to be a proactive, dynamic Unit Head with excellent decision making abilities and well honed human resource skills.
- The applicant must have the ability to communicate and implement the organization's strategic objectives, and must have in depth knowledge of the legal framework pertaining to the Board's mandate.
- Management experience including performance management.
- Assets and risk management experience

Interested persons are invited to submit their CV's for attention Mr. Karl Konar not later than Wednesday, 8 May 2013.

Please email [karl@demarcation.org.za](mailto:karl@demarcation.org.za)

It is the Board's intention to promote representivity in the organization through filling of this position and candidates whose appointment will promote representivity will receive preference.

Applicants who have not been contacted by 30 June 2013 must consider their applications as having been unsuccessful.

**A detailed job description can be obtained from our website:  
[www.demarcation.org.za](http://www.demarcation.org.za)**