

**The University of KwaZulu-Natal (UKZN) is committed to meeting the objectives of Employment Equity to improve representivity within the Institution. Preference will be given to applicants from designated groups in accordance with our Employment Equity Plan.**

**CORPORATE RELATIONS DIVISION**

**WEB ADMINISTRATOR**

**(PEROMNES GRADE 9)**

**WESTVILLE CAMPUS**

**REF NO. CR 05/2019**

The incumbent will maintain and update the top level pages of the University's website and provide support for all sub websites. Create websites for UKZN Colleges/Schools/Department/Centres and research groups using the University's Web Content Management System (CMS), and provide specialist consulting, training and support to web administrators. Develop high quality, interactive web applications using WordPress, .NET CMS, PHP, HTML and CSS for major institutional events and applications. Develop web templates for university websites using WordPress on an Linux server, optimise graphics for web and other electronic media. Produce University Electronic newsletters on a weekly basis and special publications on request.

**Minimum Requirements:**

- A bachelor's degree in Computer Science or a three year diploma in web development;
- 3 years' experience as a web developer;
- Demonstrable experience with web page design and development using WordPress and .NET CMS;
- Experience in creating web templates and graphic optimisation;
- Knowledge of programming, content management systems, both Macintosh and PC environments and Linux and Microsoft operating systems;
- Demonstrable experience in Linux and MySQL server management

**Advantages:**

- Formal education (short courses) and experience in graphics, DTP, computer applications, etc.;
- At least two years experience of working in a Higher Education environment in a similar position;

**Short-listed candidates may be required to undertake a skills test.**

Enquiries and details regarding this post, including requests for a job profile, may be directed to Ms. Logini Govender, 031 260 8118 or e-mail: [govenderlog@ukzn.ac.za](mailto:govenderlog@ukzn.ac.za).

All other recruitment related enquiries may be directed to Cynthia Mbuli, 031 260 3378 or e-mail: [MbuliC@ukzn.ac.za](mailto:MbuliC@ukzn.ac.za).

**The total remuneration package offered includes benefits.**

**The closing date for receipt of applications is Tuesday, 2 July 2019.**

**Applicants are required to complete the relevant application form which is available on the Vacancies website at [www.ukzn.ac.za](http://www.ukzn.ac.za). Completed forms must be sent to [Recruitment-ctm@ukzn.ac.za](mailto:Recruitment-ctm@ukzn.ac.za)**

**Advert Reference Number MUST be clearly stated in the subject line.**