LIBRARY SERVICES

SUBJECT LIBRARIANS x2 (P9) – Ref: AL40 AND AL11

Key Performance Areas:

- Leading and managing the implementation of the strategic activities
- Planning and facilitating programme audits and accreditation activities
- Developing a relevant and rigorous collection
- Conducting training in the utilization of library resources and tools for academic writing
- Communication and marketing

Minimum Requirements:

- An NQF Level 7 qualification in Library and Information Studies/Science (Bachelor's/ Advanced Diploma / B-Tech or equivalent) **OR** any degree plus Post-graduate Diploma in LIS.

- Three (3) years' experience in providing training of library resources utilization in a Higher Education environment.

- Three (3) years' experience in providing research support in a Higher Education environment.

- Knowledge of information literacy.

- Knowledge of E-resources databases and Open Access resources

- Proven knowledge of research writing software applications (e.g., Turnitin, Grammarly, Excell, etc.)

- Proven knowledge and excellent skill in the use of referencing management tools (e.g., RefWorks, Endnote, Mendeley, Zotero.

Recommendations:

- Honour's with a research module component.
- LIASA individual membership would be an advantage.

Competencies:

- Training Skills
- Presentation Skills

- Report Writing Skills
- Communication and Report Writing Skills
- Interpersonal skills
- Ability to work in a Team
- Advocacy and marketing skills
- Excellent work ethic

Salary Scale: R389 303.00 – R542 219.00 (P9) basic salary per annum.

Benefits: 13th cheque, housing subsidy, pension, group life, medical aid, and study grant.

Interested applicants should send (a) a motivation detailing the extent to which they meet the requirements of the position; (b) an application form (downloadable from www.mut.ac.za); (c) a Curriculum Vitae; (d) certified copies of academic qualifications plus academic records, proof of professional registration with a relevant professional body where applicable and copy of a valid driver's license. **(Please provide academic transcripts and SAQA evaluation certificate, if qualifications were obtained outside South Africa)**; and (e) names of three contactable referees to: Department of Human Resources and Development, via email: hr@mut.ac.za.

Enquiries: Tel: (031) 907 7328 / 7560 / 7565

Closing Date: 16 August 2024

Mangosuthu University of Technology 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 targets including people with disabilities. In accordance with the Departmental Employment Equity targets, first preference will be given to Coloured Male, Coloured Female / Indian Male / Indian Female / White Male / White Female.

This is a readvertisement. Those who had applied before do not have to reapply as their applications will be considered.

The University reserves the right NOT to make an appointment.