



## ADVERT SUMMARY

**MANAGER: INFORMATION SERVICES**

**RECRUITER : NORTH-WEST UNIVERSITY**



**REF: NWU3/NWU18/NWU25/MF/MANAGER:  
INFORMATION SERVICES/MAHIKENG - CAPITAL  
CITY/110620**

## ADVERT DETAILS

<b>Recruiter:</b>	North-West University	<b>Updated on:</b>	2020-08-25 14:54:10
<b>Start Date:</b>	2020-08-25	<b>End Date:</b>	2020-09-01
<b>AA/EE:</b>	Not Applicable	<b>Contract</b>	Permanent
<b>Location:</b>	Mahikeng - Capital City	<b>Available:</b>	01 October 2020 or soon thereafter
<b>Category:</b>	Office Support	<b>Offer:</b>	Market Related
<b>Reporting To:</b>	Ms Hendra Pretorius	<b>Positions:</b>	1
	North West University / NWU		
<b>Division:</b>	Deputy Vice-Chancellor: Teaching and Learning / NWU Library and Information Services (LIS)	<b>Position Type:</b>	Support

## INTRODUCTION...

NORTH-WEST UNIVERSITY (Mahikeng Campus)  
OFFICE OF DEPUTY VICE- CHANCELLOR: Teaching and Learning

LIBRARY & INFORMATION SERVICE

VACANCY: Manager: Information Services

POSITION NUMBER N000207 PEROMNES: 7

## MINIMUM REQUIREMENTS...

B. Lib, B. Inf, or B degree plus postgraduate qualification in Library and / or Information Science.

At least 5 years advanced library experience in information service provision

Membership to LIASA

## JOB SPECIFICATION...

**The manager Information Services supports the Director in strategic planning; by ensuring that optimal information and research support is delivered to students, researchers and staff of the NWU through effective and innovative delivery of information; to ensure that relevant and current information sources are available, to coordinate training and to apply quality assurance with a strong on-going customer focus**

### Responsibilities

- Leadership and Human Resources Management in Information Services.
- Oversee the participation of Information Services in the provision of cutting edge resources and services to the university
  - Strategic planning and implementation
  - Relationship building and customer care
    - Quality Management

**ENQUIRIES: Hendra Pretorius (081 556 5850)**

**PLEASE NOTE THAT CANDIDATES THAT HAS APPLIED PREVIOUSLY WILL BE CONSIDERED**

**TO APPLY:** Please visit our website, [\\*\\*\\*url\\*\\*\\*/vacancies">\\*\\*\\*url\\*\\*\\*/vacancies](http://nwu.pnet.co.za/index.php?s=advert_view&g=11080&x=6963..) (<span title=)

*The University subscribes to and applies the principles of the Employment Equity Act and is committed to transformation.*

*All applications will be processed in terms of the Protection of Personal Information Act.*