

INTERNAL/ EXTERNAL ADVERTISEMENT

Overview of the Entity

The Eastern Cape Rural Development Agency (ECRDA) is a schedule 3C entity in terms of the Public Finance Management Act 1, of 1999 as amended, with a mandate to promote, support and facilitate rural development in the Province.

Position	:	Systems/ Database Administrator
Grade	:	12
Reporting Line	:	Infrastructure and Business Development Manager
Location	:	Head Office East London
Duration	:	Permanent

Main purpose of the position:

The purpose of this position is to ensure stability, security and efficiency of the ECRDA's IT infrastructure and database.

Minimum Requirements:

Educational

- Bachelor's degree in Information Systems. Computer Science or IT
- An honours degree in the relevant field will be an added advantage.

Driving

- Code 8 driver license

Experience

- 6-8 years working experience.
- 3-5 years in the data administration and systems administration field.

KNOWLEDGE COMPETENCY AND ATTRIBUTES

- Database management systems
- Operating systems
- Network fundamentals
- Networking fundamentals
- Systems architecture
- Backup and recovery
- Security and recovery
- Legislative framework
- Proactive mindset
- Attention to detail
- Willingness to work after hours
- High levels of integrity
- High level of confidentiality
- Team player

DUTIES

- System administration
- Database Administration
- Backup and recovery
- Security and compliance
- Performance monitoring
- Technical support
- Documentation

Remuneration

An all-inclusive salary package of R568,953.93 per annum is offered, with room for negotiation

GENERAL INFORMATION

The application, which should as minimum contain a covering letter, CV, Employment application form, Certified copy of your Identity document, qualifications and drivers' licence must be submitted to recruitment@ecrda.co.za.

NB:

- Without prejudice, correspondence will be limited to the shortlisted candidates.

- Further be informed that if you have not been contacted within a week of the closing date, please accept that your application was unsuccessful.
 - ECRDA reserves a right to appoint or not to make an appointment.
 - Interviews will be conducted in person, unless stated otherwise.
 - Administrative enquiries may be directed via email to mtumtumL2@ecrda.co.za
 - Canvassing will lead to disqualification of an application.
 - ECRDA has an employment equity plan which will be considered when making the appointment into this position.
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- Date of issue: 13 March 2026

CLOSING DATE: 24 March 2026 before 16h30, Late applications will not be accepted.