



The Mpilehlehle Organization has the following vacancies in King Cetshwayo District that has a fixed two-year contract attached to them:

**Data Quality Officer: x1**

**Job Requirements**

- A Matric certificate
- Tertiary qualification in a related field will be highly advantageous
- Minimum of 2 years' experience in a similar position
- Advanced computer skills: MS Word, Excel, Outlook.
- Experience in data management software will be an advantage
- Ability to work effectively and efficiently in a fast-paced, high stress environment
- Exceptional attention to detail
- Process driven with the ability to perform duties in structured environment
- Ability to act with integrity and honesty in the performance of all functions
- Results-oriented, professional, accountable and proactive
- Demonstrated ability to drive high quality data management processes
- Valid South African driver's license

**Closing date for all above posts is 14 April 2023 at 12H00pm.**

In accordance with our Employment Equity goals and plan, preference will be given to suitable applicants from designated groups as defined in the Employment Equity Act 55 of 1998 and subsequent amendments thereto. Should your application be successful, you will be required to submit your proof of vaccination before commencing employment in the role.

Applicants who have not been contacted within 2 weeks of submitting their application should assume that they have not been successful.

Unsolicited CVs from agencies will not be paid agency fees should their candidate be placed at Mpilehlehle. Applicants must submit their CVs and Motivational Letters to: [info@mpilehlehle.org](mailto:info@mpilehlehle.org). For more information visit our website: [www.mpilehlehle.org](http://www.mpilehlehle.org).