



WEBSITE MIGRATOR

(T1 Post)

**Online Communications unit
Communications and Marketing Department**

UCT's Communication and Marketing Department (CMD) is seeking to appoint Website Migrators to work in the department's Online Communications unit.

The Communication and Marketing Department is a high-pressure, fast-paced, demanding work environment and therefore requires individuals who are organised, flexible, detail-orientated, and have an excellent work ethic. The positions require someone who enjoys working in a team to assist with the migration phase of the Drupal 8 website upgrade project.

Responsibilities will include quality checking of migrated websites that have been migrated by the Quality Assurance Team. Responsibilities include content/navigation checks between the migrated websites (previous & current) and to correct or improve where necessary.

Key requirements

- NQF5 in web development or related fields and minimum of 3years combined experience in a relevant related field
- 3 years in the web development/content management fields, where at least 1 years of the experience involves editing/scripting html in a text editor or similar tool.
- Working in WYSIWYG editors.
- Experience in the optimisation & manipulation of images. (e.g. Photoshop; GIMP)

Knowledge of the following would be advantageous

- Experience using web content management systems (Drupal; WordPress)
- HTML5, JS/jQuery, CSS3, JSON
- Search engine optimisation
- User interface design
- Software measuring the quality of web pages (e.g. Developer Tools; Google Lighthouse; ScreamingFrog)
- Web development tools

Responsibilities

- Quality-checks of migrated websites and their content
- Migrate web content from the current official UCT web content management system into the new Drupal Content Management System.
- To correct the formatting and layout of migrated web content if required.
- Tasks include rebuilding of site navigation, content optimization (e.g. text and images), and amending incorrect HTML markup and formatting.
- Support the Online Communications unit with daily tasks.
- To report on progress and issues related to the migration process.
- Become an expert user of UCT's official web content management system.
- Liaising with domain administrators and the project service provider migrators (as directed).

The annual cost of employment, including benefits, is between R222 629-00 and R415 041-00. This is a fixed-term one-year contract position.

To apply, please email the below documents in a **single pdf file** to Ms Charmaine Dublin at recruitcmd@uct.ac.za

- UCT application form (download at <http://forms.uct.ac.za/hr201.doc>)
- One-page letter of motivation
- Three-page curriculum vitae (CV)

Please ensure the position title and reference number are indicated in the subject line of your email.

An application that does not comply with the above requirements will be regarded as incomplete.

Only shortlisted candidates will be contacted and will be asked to do a competency test.

Telephone: 021 650 3732

Website: <http://www.uct.ac.za/services/communication/>

Reference number: E21101

Closing date: 31 January 2022

UCT is a designated employer and is committed to the pursuit of excellence, diversity, and redress in achieving its equity targets in accordance with the Employment Equity Plan of the University and its Employment Equity goals and targets. Preference will be given to candidates from the under-represented Designated Groups. Our Employment Equity Policy is available at www.uct.ac.za/downloads/uct.ac.za/about/policies/eepolicy.pdf.

UCT reserves the right not to appoint.