

**Library and Information Service  
Research Data Services Librarian  
Stellenbosch University Library  
(Ref. BIB/326/1122)**

**Working hours:** Monday to Friday, 08:00 - 16:30

**Duties:**

- Providing information and support in a Research Data Management (RDM) environment;
- Coordinating and facilitation of RDM training, workshops and webinars;
- Marketing of and advocacy for Research Data Services (RDS);
- Fostering partnerships in support of RDS;
- Curation and preservation of data using the University's data repository;
- Providing project and quality management support.

**Job Requirements:**

- Baccalaureus degree in Library and Information Science, or a Baccalaureus degree with a postgraduate diploma in Library and Information Science, or an equivalent Baccalaureus degree in a relevant field such as Informatics, Knowledge Management, Data Curation or Data Science;
- At least two years' relevant experience in an academic or research library;
- Knowledge of RDS and RDM environments and relevant policies and legislation;
- Awareness of current RDS trends and practices in higher education libraries;
- Knowledge and experience in working with data repositories;
- Advanced computer literacy skills;
- Good verbal and written communication skills;
- The ability to work independently as well as in teams.

**Recommendations:**

- Knowledge of data privacy and intellectual property laws;
- Knowledge of Stellenbosch University's Research Data Management Regulations;
- Knowledge of the Figshare open access software;
- Understanding of the scholarly communication process.

**Commencement of duties:** 01 February 2023 or as soon as possible thereafter

**Closing date:** 22 November 2022

**Enquiries regarding this post:** Mr. Siviwe Bangani on 021 808 4641, or at sbangani@sun.ac.za

**Enquiries regarding remuneration/benefits, as well as technical assistance with the electronic application process:** Human Resources Client Services Centre on 021 808 2753, or at sun-e-hr@sun.ac.za

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*Stellenbosch University is committed to employment equity (EE), and appointments will be made in line with the EE plan for the specific environment as well as the institutional EE Plan of the University.*

*Stellenbosch University reserves the right not to make an appointment.*

Your application, comprising a **comprehensive curriculum vitae (including the names and email addresses of at least three referees)**, must reach the University before or on the closing date of the advertised post.

**APPLY ONLINE AT <https://www.sun.ac.za/english/careers> BY USING THE APPLY NOW LINK AT THE TOP RIGHT-HAND CORNER OF THE SPECIFIC VACANCY PAGE.**

*The University reserves the right to investigate qualifications and conduct background checks on all candidates.*

***Should no feedback be received from the University within four to six weeks of the closing date, kindly accept that your application did not succeed.***

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**Biblioteek- en Inligtingsdiens  
Navorsingsdatadienstebibliotekaris  
(Universiteit Stellenbosch Biblioteek)  
(Verw. BIB/326/1122)**

**Werkure:** Maandag tot Vrydag, 08:00 - 16:30

**Pligte:**

- Verskaf inligting en ondersteuning in 'n navorsingsdatabestuursomgewing;
- Koördinerings- en fasilitering van navorsingsdatabestuursopleiding, -werkswinkels en -webinare;
- Bemaking van en voorspraak vir navorsingsdatadienste;
- Bevordering van vennootskappe ter ondersteuning van navorsingsdatadienste;
- Kurasie en bewaring van data deur die gebruik van die Universiteit se databewaarplek;
- Bied ondersteuning met projek- en gehaltebestuur.

**Posvereistes:**

- Baccalaureusgraad in Biblioteek- en Inligtingwetenskap, of 'n Baccalaureusgraad plus 'n nagraadse diploma in Biblioteek- en Inligtingwetenskap, of 'n gelykwaardige Baccalaureusgraad in 'n toepaslike veld soos Informatika, Kennisbestuur, Databewaring of Datawetenskap;
- Minstens twee jaar se toepaslike ervaring in 'n akademiese- of navorsingsbiblioteek;
- Kennis van navorsingsdatadienste en navorsingsdatabestuursomgewings en toepaslike beleide en wetgewing;
- Bewustheid van heersende tendense in navorsingsdatadienste en -praktyke in hoërondewysbiblioteke;
- Kennis van en werkservaring met databewaarplekke;
- Gevorderde rekenargeletterdheid;
- Goeie mondelinge en skriftelike kommunikasievaardighede;
- Die vermoë om beide onafhanklik en in spanverband te werk.

**Aanbevelings:**

- Kennis van wetgewing oor dataprivaatheid en intellektuele eiendom;
- Kennis van die Universiteit Stellenbosch se Navorsingsdatabestuursregulasies;
- Kennis van die Figshare ooptoegangsgeware;
- 'n Begrip van die wetenskaplike kommunikasieproses.

**Diensaanvaarding:** 01 Februarie 2023 of so gou doenlik daarna

**Sluitingsdatum:** 22 November 2022

**Navrae rakende die posinhoud:** Mnr Siviwe Bangani by 021 808 4641, of by [sbangani@sun.ac.za](mailto:sbangani@sun.ac.za)

**Navrae oor vergoeding/voordele asook tegniese ondersteuning met die elektroniese aansoekproses:** Menslike Hulpbronne Kliëntedienssentrum by 021 808 2753, of by [sun-e-hr@sun.ac.za](mailto:sun-e-hr@sun.ac.za)

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*Die Universiteit Stellenbosch is verbind tot diensbillikheid (DB), en aanstellings sal ooreenkomstig die DB-plan vir die betrokke omgewing sowel as die Universiteit se institusionele DB-plan gedoen word.*

*Die Universiteit Stellenbosch behou die reg voor om nie 'n aanstelling te maak nie.*

U aansoek moet vergesel wees van 'n **volledige curriculum vitae (insluitend die name en e-posadres van ten minste drie referente)**, en moet die Universiteit voor of op die sluitingsdatum van die advertensie bereik.

**DOEN AANLYN AANSOEK BY <https://www.sun.ac.za/afrikaans/loopbane> DEUR OP DIE APPLY NOW-SKAKEL REGS BO-AAN DIE BLAD VAN DIE SPESIFIEKE VAKATURE TE KLIK.**

*Die Universiteit behou die reg voor om kwalifikasies na te gaan en agtergrondinligting oor alle kandidate in te win.*

***Indien u nie binne vier tot ses weke na die sluitingsdatum van hierdie advertensie van die Universiteit verneem nie, aanvaar asseblief dat u aansoek onsuksesvol was.***

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