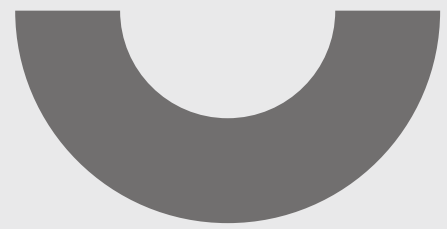


**Moses Kotane
Research Institute**
Research · Innovation · Excellence



EMPLOYMENT OPPORTUNITY

BUSINESS UNIT: RESEARCH SERVICES UNIT

POST TITLE: INDEPENDENT CONTRACTOR: GRAPHIC DESIGNER

SALARY: EQUIVALENT TO DPSA LEVEL 7 EXCLUDING BENEFIT & LESS

APPLICABLE TAX DEDUCTIONS (24 MONTHS RENEWABLE CONTRACT,

PERFORMANCE BASED RETAINER POSITION (PHYSICAL ATTENDANCE)




N.O OF POSTS: 1

CENTRE: DURBAN, MKRI OFFICE

REFERENCE: IC/GD- 01/2026

CLOSING DATE: 16 MAY 2026

Visit our website to apply

   @moseskotanereseearchinstitute
www.moseskotaneinstitute.com





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BACKGROUND:

The Moses Kotane Research Institute (MKRI) is mandated to stimulate a sustainable provincial economy through research, development and innovation; and to strategically lead in innovation and maritime co-ordination and implementation activities to respond to the needs of the provincial economy. In order to fulfil its mandate, the Institute is looking to appoint an Independent Contractor: Graphic Designer within the Research Services Unit. The purpose of the role is to provide professional graphic design services that support the unit's research outputs, publications and communication materials, ensuring that visual content is developed in an effective, professional and consistent manner aligned with the Institute's brand and strategic objectives.

REQUIREMENTS:

The ideal candidate must be in possession of National Diploma or equivalent (NQF 6) in graphic Design, Visual Communication, Multimedia Design, or a related field. Must have minimum of 2 years' experience and proficiency in adobe graphics and motion (3D and 2D animation; motion graphics; VFX; video editing) programs, i.e. Adobe Photoshop, Illustrator, Premier Pro, After Effects and Animate. A valid NQF 7 qualification, previous experience in the public sector, including experience gained through a graduate development programme will be added as an advantage. A valid driver's License.

ESSENTIAL KNOWLEDGE, SKILLS AND COMPETENCIES REQUIRED:

Successful Candidate must have knowledge and understanding of:

- Design software, including Adobe Creative Suite (Illustrator, InDesign, Photoshop) or equivalent tools.
- Basic understanding of data visualisation tools (e.g., Canva, Tableau, or Power BI)
- Excellent analytical, communication and leadership skills.
- Strong skills in layout design, typography, colour theory, and visual storytelling
- Ability to translate complex research concepts into clear, impactful visuals
- Attention to detail, creativity, and willingness to work collaboratively in a team environment.
- Excellent time management skills to meet deadlines in a dynamic research environment.
- Strong relationship building and stakeholder management skills.
- Ability to work in cross-functional projects/teams
- Ability to drive independently.
- Understanding of branding and corporate identity guideline.

KEY RESPONSIBILITIES:

The successful candidate will be required to:

- Designing infographics that visually communicate key research findings and trends
- Designing layouts for reports, policy briefs, newsletters, and other publications.
- Supporting the creation of presentations and digital content for knowledge dissemination events such as seminars, conferences, and webinars.
- Designing visual elements for social media and website content related to research outputs.
- Assisting in the standardization of templates and branding for research communication materials.
- Collaborating with researchers to ensure visuals are accurate, relevant, and consistent with MKRI's corporate identity.

DISQUALIFIERS:

A candidate with a Pending or Criminal Convictions cases /Pending or Disciplinary Records will be disqualified.

DIRECTIONS TO APPLICANTS:

Interested applicants are encouraged to apply by submitting their applications to: recruitment@moseskotane.com. The application must **clearly state the position applied for and the corresponding reference number on the subject line** must include a detailed copy of a CV, recently certified copies of (1) ID, (2) driver's license and (3) certified copies of relevant qualifications (not older than 6 months). Applicants are to ensure that they submit all required documentation stated above, as failure to do so may lead to disqualification of the application during the selection process.

For any technical queries contact the HR Administrator at recruitment@moseskotane.com. Candidates who have not heard from MKRI within 6 weeks from the closing date can consider their application unsuccessful. Applicants will be disqualified for any incorrect information supplied.

After the interviews and technical exercises, where applicable, candidates recommended for appointment will be taken through competency testing and verification processes. The Moses Kotane Research Institute is an equal opportunity, affirmative action employer and preference will be given to suitably qualified candidates from designated groups in terms of Employment Equity Act, 1998. The Institute reserves the right not to make these appointments.