



JOB ADVERTISEMENT

Summary

Name of Position	:	ICT Manager
Closing Date for Applications	:	13 September 2021
Commencement Date for Post	:	As soon as possible
Salary Offer	:	R 876,469
Reference	:	FAS/RECRUITMENT/ITM51

JOB IDENTIFICATION

Department:	ICT Department
Reporting Line	Chief Information Officer
Full-time/Part-time/Contract:	Full-time

PURPOSE OF THE JOB

Reporting to the Chief Information Officer, the incumbent will be responsible for managing ICT Operations, stakeholders and vendors to ensure that ICT supports FASSET's strategic objectives and mandate.

MAIN ACCOUNTABILITIES

- Manage ICT operations, infrastructure and service providers to satisfy the needs of the organisation and optimise efficiency and effectiveness.
- Implement Disaster Recovery and ICT Continuity for FASSET.
- Ensure security, integrity, reliability and accessibility of data as per organisational requirements.
- Manage the financial, human and all other resources under the responsibility of the ICT Manager.
- Contribute towards the review and align of the ICT strategy, policies and procedures that guide both ICT staff and FASSET users.
- Implement change control to ensure stability and security of all systems and applications.
- Identify ICT risks and implement relevant mitigations.
- Ensure compliance with the ICT governance framework including but not limited to the corporate governance of information and communication technology policy framework.
- Implementation of ICT budget in line with FASSET policies and the PFMA.
- Contribute towards the maintenance of operationally effective and sufficient internal controls.
- Satisfy all ICT related internal and external audit requirements
- Manage relationships with key stakeholders including but not limited to management, staff, service providers and other SETAs.

REQUIRED QUALIFICATION

Qualification

- Relevant and appropriate Degree in ICT, plus
- MCSE
- CISSP

REQUIRED EXPERIENCE

Essential:

- Minimum of 8 years' experience in ICT environment of which 3 years should be in leading and managing an ICT department.
- Experience in software development and database administration is a key requirement.

COMPETENCIES REQUIRED AND WORK OUTPUT

Critical Competencies:

- An understanding of the SETA environment especially DHET reporting is critical.
- Excellent communication (written and verbal) and people skills
- Proven track record in developing an ICT strategy for an organisation.
- Proven track record of successfully leading and inspiring a diverse group of employees.
- Solid previous exposure to both the governance as well as legal and regulatory operational aspects e.g. the CGICTPF and FMPPI.
- Expert interpersonal, negotiation, conceptual and analytical skills.

KNOWLEDGE AND SKILLS REQUIRED

Additional Skills

- Integrity
- Commercial focus
- Analysis and problem solving
- Judgement and decision making

	<ul style="list-style-type: none"> • Presentation skills • Financial management skills • Strategic thinking • Report writing • Organising and prioritising • Developing relationships • Proactive communication • Networking
OTHER REQUIREMENTS	
	<ul style="list-style-type: none"> ▪ Valid South African driver's license and own transportation ▪ Competency Assessment

Date of Commencement of Position

FASSET requires applications for a permanent **ICT Manager** to join the existing team as soon as possible.

Salary

The salary grading to be offered for this position is **D-Upper**

Assessment

Applicants may be required to undergo a competency assessment.

Contact Details

Submit your full curriculum vitae (including your name, contact details and at least 3 references) and copies of your qualifications and copy of ID by **no later than 13 September 2021 to:** recruitment@fasset.org.za **Please quote the reference number: FAS/RECRUITMENT/ITM51**

For any enquiries regarding the position please contact **Ms Thulile Khanyile**, Human Resources Department at (011) 476 – 8570.

Should you not hear from FASSET within 4 weeks of the closing date please consider your application unsuccessful. Communication will be with shortlisted candidates only.



FASSET adheres to the principles of EE Act and Affirmative Action and these principles will apply in the selection process.