

MMABANA ARTS, CULTURE AND SPORT FOUNDATION



DEPUTY MANAGER: INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) : NMM (HEAD OFFICE) (X1)

REFERENCE NO: MACSFNMM/130824/9

POST LEVEL 10

R582 900.00 AS A BASIC SALARY, EXCLUDING BONUS AND BENEFITS

Permanent Contract

1. Purpose

- To ensure that systems are secure, efficient, are off current technology and continuously operational.
- Ensure that the systems adhere to safety expectations and security standards.

2. Duties and Responsibilities

- Development and implementation of ICT policies and standard operating procedures.
- Develop an ICT strategy to support the MACSF Strategic Plan.
- Implement Corporate Governance of ICT in the entity.
- Develop an annual and MTEF Budget for the ICT.
- Champion the commissioning of ICT infrastructure (network, telephony, and general computing), development and implementation of ICT systems to support operations, End-user support and maintenance.
- Development and maintenance of the entity website.
- Ensure that all information systems, and the network throughout the entity operate according to internal standards, and are reliable and secure.

- Preparation of monthly, quarterly, and annual reports. Management of all resources (human, physical, and financial).

3. Minimum Requirements

- A National Diploma or Degree in Computer Science, Information Technology, or Information Systems. A higher qualification will serve as an advantage.
- A minimum of 5 years' experience in the ICT field, of which 3 years must be at a supervisory level.
- Strong practical and technical knowledge of ICT infrastructure, and system development.
- Knowledge of COBIT, ITIL, and other relevant regulatory standards.
- Sage 300c
- Sage 300 People
- Own Reliable Vehicle.
- A Valid Unendorsed driver's license.