



ICT MANAGER PERMANENT

REPORTING TO THE CHIEF EXECUTIVE OFFICER

All-inclusive annual remuneration package: R 812 397 (Not negotiable) – Estimated monthly net salary R 36 357

The ICT manager will be responsible for ICT governance at PACOFS, IT needs of PACOFS and will be responsible for implementing the information systems requirements to meet PACOFS vision and mission.

MIINIMUM REQUIREMENTS

- 3-year Bachelor's Degree IT, Computer Science or Information Systems.
- 5 years' experience in IT operations and at least 2 years' experience in supervisory role.
- Superior working knowledge of computer systems, security, network, and systems. administration, databases and data storage systems, and phone systems.
- Strong leadership and management abilities – must be able to forge good working relations. with both internal and external clients.

SUMMARY OF JOB SPECIFICATIONS

- Drive all ICT Strategy and Plans for Council Approval
- Prepare and maintain ICT Policies and Standard Operating Procedures
- Ensure that an enabling and supportive IT architecture exists at PACOFS
- Ensure IT infrastructure is adequate to support the current and future strategic and operational needs of the institution
- Ensure network availability on and off site by developing new network troubleshooting strategies to help reduce downtime and to decrease maintenance costs.
- Management of systems and infrastructure (servers) and firewalls
- Responsible for ICT contract management
- Maintain a contract register for all ICT Contracts in the organisation including software and hardware
- Manage performance of the Department and staff
- Report quarterly, including providing supporting evidence for all reported achievements

It is the responsibility of candidates with foreign qualifications to have them verified by the South African Qualifications Authority (SAQA) • PACOFS reserves the right not to make an appointment • Failure to submit all the requested documents may result in the application not being considered • PACOFS subscribes to the principles of Employment Equity • If you have not been contacted within three months after the closing date, please regard your application as unsuccessful.



Applications consisting of a cover letter, comprehensive CV, certified copies of qualifications, including certified copy of matric/Grade 12 certificate, and certified copy of ID.

Hand deliver application to: Performing Arts Centre of the Free State (PACOFS):
12 First Avenue
Bloemfontein
OR

E-mail application to: vacancy1@pacofs.co.za

Enquiries: Mr. Karabelo Morake Tel: (051) 44 77771 ext. 2271

Closing date: 10 September 2023