



VACANCY

REFERENCE NO	:	HOD_IT 04/2020
JOB TITLE	:	Head of Department: Internal IT
JOB LEVEL	:	E2
SALARY	:	Negotiable
REPORTS TO	:	Exec: IT Service Management
DIVISION	:	IT Service Delivery Management
LOCATION	:	Pretoria
POSITION STATUS	:	Fixed Term Contract – 5 years

Purpose of the job

To lead and manage SITA ICT infrastructure & applications management, information & knowledge management, information security management, business integration, business intelligence and analytics, IT governance, compliance and enterprise architecture management.

Key Responsibility Areas

- Drive the development of SITA's ICT Strategy and Operating Plan by analyzing and interpreting SITA Corporate Service strategy and ICT roadmap to determine the strategic direction of the entire ICT function and ensure efficient information management and communication;
- Monitors all projects related to selection, acquisition, development and installation of major information systems and minimize the investment required to meet the established services level agreements, to ensure that solutions are aligned to the specification to execute SITA business;
 - Lead and manage the Development of ICT policies, standards aimed at maximizing the effectiveness and minimizing costs related to the acquisition, implementation and operation of IT network related systems to ensure that all information systems and networks operate according to internal standards, external accrediting agency standards, regulatory agencies and legal requirements;
 - Guide and lead the development and maintenance of a comprehensive business integration, intelligence and reporting system ensures that the gathering, processing, distribution and use of pertinent information required by management to make decisions occur in a timely, accurate and cost effective manner;
 - Lead and manage the development and maintenance of a method to simplify, distribute, and create an understanding of knowledge management and ECM in the organisation and system

database, ensuring effective and efficient SITA support regarding knowledge management and ECM systems;

- Guide and Lead ICT Compliance to ensure SITA comply with ICT legislative requirement and standards for efficient ICT compliance service delivery;
- Financial and business management; and
- Human Capital Management.

Qualifications and Experience

Minimum Qualifications:

A Bachelor's Degree in Computer Science /Information Technology or relevant equivalent to NQF Level 7

Experience:

8+ years' experience in the respective field, with leadership, general management and operations responsibilities in large corporate/public sector organization.

Technical Competencies Description

Knowledge of: In depth understanding of LAN & WAN Security solutions, Understanding of messaging services, Understanding of data management backup principles, In depth knowledge of IT Models and Frameworks, Excellent Vendor Management, Excellent stakeholder management, Extensive knowledge of WAN and LAN infrastructure, including design, implementation, management, troubleshooting, and documentation, Extensive knowledge of aspects of internet connectivity, network switching and routing and wireless infrastructure, Knowledge and understanding of ICT technologies, legislation, policies and procedures, Knowledge of PFMA and procurement procedures in Government, Understanding continual improvement through service/process monitoring and evaluation, Expertise in contract negotiation procedures, Architecture, analysis, ICT security and project management, Business risk and issue identification, ICT Governance strategy, policies and procedures.

Skills: Collaboration, Communicating and Influencing, Outcomes Driven, Planning and Organising, Managing People and Driving Performance, Responding to Change and Pressure, Strategic Thinking, Customer Experience, Innovation, Creative Problem solving, Decision making, Interpersonal skills, Resilience, Detail orientated, Analyzing, Professionalism, Emotional intelligence, Creative thinking, research, information gathering, investigative skills, Flexibility, project management, financial management, proactiveness.

How to apply

Kindly forward your CV to: Masoko.recruitment@sita.co.za stating the position applying for and the relevant reference number

Closing Date: 23 April 2020

Disclaimer

SITA is an Employment Equity employer and these positions will be filled based on Employment Equity Plan. Preference will be given to members of designated groups.

- If you do not hear from us within two months of the closing date, please regard your application as unsuccessful;
- Applications received after the closing date will not be considered. Please clearly indicate the reference number of the position you are applying for;
- It is the applicant`s responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA);
- Only candidates who meet the requirements should apply;
- SITA reserves the right not to make an appointment;
- Appointment is subject to getting a positive security clearance, the signing of a contract of employment verification of the applicant`s documents (Qualifications) and reference checking;
- Correspondence will be entered into with shortlisted candidates only; and
- CV`s from Recruitment Agencies will not be accepted.