

KNYSNA LOCAL MUNICIPALITY



MANAGER: INFORMATION COMMUNICATION TECHNOLOGY

TASK LEVEL 17

R487 824 to R633 264 per annum Basic Salary

Total cost to Council Package of R684 133 to R872 095 per annum

KEY PERFORMANCE AREAS OF THE POST:

- Provide guidance on ICT matters to ensure effective, innovative, stable and secure systems
- Develop and/or Review existing ICT policy framework, plans and procedure documents to meet the current and future needs of the Municipality in a cost effective and functional manner
- Align the ICT Strategic Plan and Master Systems Plan (MSP) to the Municipal's Integrated Development Plan (IDP)
- Review and enhance the ICT Governance Framework to ensure compliance with good governance practices
- Ensure an Information Technology clean audit and AG compliance for the municipality
- Plan, design, document ICT infrastructure
- Ensure optimal functioning of ICT systems and resources through comprehensive usage control
- Facilitate the Financial Management, Legislative and General reporting of the section
- Manage and revise the licensing options of hardware/software according to legal standards to ensure licensed systems and software
- Align Information Communication Technology systems and equipment with Council requirements and strategy
- Ensure a high level of security on the network and related infrastructure
- Manage and monitor the data and other servers
- Ensure users are complying with ICT policies
- Review server capacity and system growth rate to establish and plan future requirements
- Review and approve systems requirements specifications (SRS), the technical interpretation of the stakeholder's requirements
- Oversee the development of new systems, system enhancements and/or reports
- Provide guidance and solutions to development issues as and when they arise
- Manage the municipal website
- Ensure an operational intranet
- Ensure the website and its content complies with MFMA legislation
- Design Plan and Manage the Wireless WAN (Wide Area Network) and LAN (Local Area Network) networks
- Prioritizing future Information Technology needs with regard to municipal objectives.

MINIMUM QUALIFICATIONS & EXPERIENCE

- Degree in Computer Science or Information Systems. (NQF 7) or equivalent qualification
- 8 Years ICT Experience of which at least 5 Years should be on senior/management level preferably in local government environment
- Code B driver's license
- Excellent organizational, leadership and interpersonal skills
- Computer literacy (Networking, Wireless, Databases, Servers, Applications)
- Strategic problem solving and decision-making capabilities
- Eagerness and enthusiasm for ICT
- Good communication skills and ability to build positive relationships
- Be able to work under intense pressure
- Excellent verbal and written communication skills
- Must be able to communicate in at least two of the official provincial languages
- Effective organizing and management skills

A certificate in Municipal Finance (SAQA Qualification) or proof of enrolment & progress with the above SAQA qualification would be an added advantage.

All applications will be considered but in terms of its Employment Equity Plan the Municipality would prefer to appoint an African or Coloured female or an Indian Male if a suitable candidate in that category can be identified.

To apply applicants must complete a Knysna Municipality Application Form and submit a detailed up-to-date CV, Covering Letter with an exposition of training, experience, competencies and previous employment record and certified copies of qualifications.

Application forms are obtainable from Reception at the main Municipal Offices in Clyde Street, Knysna and Municipal website: www.knysna.gov.co.za.

Completed applications should be forwarded to the Human Resource Department, P O Box 21, Knysna, 6570 or Fax Number (044) 3026333 or email: knysna@knysna.gov.za.

CLOSING DATE: 22 FEBRUARY 2016

Please note: If you receive no notification regarding this advertisement within one month of the closing date, please assume that your application was unsuccessful.

G S EASTON

MUNICIPAL MANAGER

The Municipality reserves the right not to make an appointment.