

THE DEPARTMENT OF SMALL BUSINESS DEVELOPMENT

The Department of Small Business Development is an equal opportunity & affirmative action employer. It is the DSBD's intention to promote representativity (race, gender, youth & disability). The candidature of persons whose transfer/promotion/appointment will promote representativity will receive preference.

CLOSING DATE : 06 December 2024 at 16h00. Applications received after the closing date will not be considered.

NOTE : Applications can be submitted by email to the relevant email and by quoting the relevant reference number provided on the subject line. Acceptable formats for submission of documents are limited to MS Word, PDF. Applications must quote the relevant reference number and consist of: A fully completed and signed Z83 form and a recent comprehensive CV. Submission of copies of qualifications, Identity document, and any other relevant documents will be limited to shortlisted candidates only. All non-SA citizens will be required to submit proof of permanent residence in South Africa when shortlisted. Personnel suitability checks will be done during the selection process. Applicants could be required to provide consent for access to their social media accounts. All shortlisted candidates for SMS and/or MMS (MMS optional) posts will be subjected to (1) a technical exercise, (2) a generic managerial competency assessment. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within 1 month of the closing date of this advertisement, please accept that your application was unsuccessful. Department of Small Business Development is committed to the pursuit of diversity and redress. Candidates whose appointment will promote representativity in terms of race, disability, youth & gender will receive preference (as per the DSBD EE Plan). The successful candidate will be required to sign a performance agreement within 3 months of appointment, as well as completing a financial interest's declaration form within one month of appointment and annually thereafter. The Department reserves the right not to fill or withdraw any advertised post. Note: a new application for employment (Z83) form is applicable from 01 January 2021. The new form can be downloaded online at <http://www.dpsa.gov.za/dpsa2g/vacancies.asp>.

MANAGEMENT ECHELON

POST 43/68 : **DIRECTOR: GOVERNMENT INFORMATION AND COMMUNICATION TECHNOLOGY MANAGEMENT (GICTM) REF NO: D - GICTM**

SALARY : R1 216 824 per annum (Level 13)

CENTRE : Pretoria

REQUIREMENTS : A Senior Certificate and an undergraduate qualification (NQF level 7) as recognised by SAQA in Information Management / Information Technology / Computer Science or equivalent/related. Possess a minimum of 5 years' experience at a middle/senior managerial level within the ICT environment. A postgraduate Degree / Diploma in Information Technology will be considered an added advantage. A compulsory pre-entry into the Senior Management Service Certificate from the National School of Government will be required before assumption of duty (<https://thensg.gov.za/training-course/sms-pre-entry-programme>). Display competencies in Strategic Capability & Leadership, Financial Management, Problem Solving and Analysis, People Management and Empowerment, Client Orientation and Customer Focus, Communication, Proficiency in the latest technology trends, modern ICT/Digital systems, and management and ICT Governance and a thorough understanding of ICT Project Governance mechanisms and structures.

DUTIES : Manage the provision of information management and information technology governance services, amongst others establish efficiency and efficacy standards, provide recommendations for improvement, provide guidance and recommendations on Digital Transformation Strategies (i.e. Cloud, Smart Collaborative platforms, 4IR ready Infrastructure, etc.) and plans. Manage the provision of information management and information technology operations, solutions, support and application services. Manage the provision of infrastructure and operations services, amongst others, oversee security of systems, networks and the overall adoption, implementation and management of relevant cyber-security and data resiliency mechanisms, develop, adopt, implement and ensure effective management of the BCP/BCMS, DRP, BIA and other business continuity protocols to minimise business critical service disruptions and data recovery mechanisms in the event of emergency situations and data loss. Manage the provision of information and knowledge management services (including library services, web development, information reproduction and printing services, information mining and security, archiving and records management services). Communicate (verbal, written and formal presentations, etc) with stakeholders from diverse backgrounds and deliver relevant information and ensure improvement on stakeholder collaborations (digitally), amongst others, develop and maintain relationships with other sector departments, IT Vendors, and third-party service providers. Manage and ensure effective and efficient utilization of resources in line with applicable legislation, amongst others, 1) financial and physical – analyses the ICT Infrastructure and systems performance to assess operating costs, productivity levels, upgrade requirements, and other metrics and needs and 2) Human resources – facilitate and help coordinate the hiring/appointment and the training of ICT personnel, schedule, develop,

organise and assign the development of ICT Projects to members of the ICT team, conduct Performance evaluations, appraisals, and conduct Personnel Development Plans that are timely and constructive and ensures compliance to the regulated prescripts and conducts and oversee and ensure discipline as needed and in accordance with the department policies and regulations.

ENQUIRIES

: Enquiries for all advertised posts should be directed to the recruitment office on Tel No: 012 394 5286/1440/ 0722426245

APPLICATIONS

: The Department of Small Business Development is committed to the pursuit of diversity and redress. Candidates whose appointment will promote representivity in terms of race, disability, youth & gender will receive preference (as per the DSBD EE Plan). Candidates must submit applications to recruitment4@dsbd.gov.za and quote the reference number for the abovementioned position on the subject line (email) when applying i.e. "REF NO: D - GICTM".