



# BEAUFORT WEST MUNICIPALITY

**EXTERNAL  
NOTICE NR: 51/2021**

Beaufort West Municipality is fully committed to service delivery in its municipal area and to the goals set out in the Employment Equity Act (1998) and Council's Equity Plan. In order to promote the Municipality's representation of the people it serves, applications from the designated groups will have preference

## **DIRECTORATE: CORPORATE SERVICES SECTION: INFORMATION & COMMUNICATIONS TECHNOLOGY (ICT)**

**WC0530482 – KORP 53: MANAGER: INFORMATION AND COMMUNICATION TECNOLOGY  
SALARY: T14 - R398 853.00 - R517 755.00**

### **JOB PURPOSE:**

To manage, plan and coordinate the Information & Communications Technology (ICT) functions to ensure the efficient and accurate rendering of an ICT support service, effective and operational network services; coordinate tasks/ activities associated with the provision of End User support and analyses; diagnose and resolve software/ hardware related problems ensuring optimum and uninterrupted functionality of operating systems and applications

### **QUALIFICATIONS/REQUIREMENTS/EXPERIENCE:**

MSCE Diploma or RHCE/NCLP Diploma or related qualification in Information Technology \*\* NQF Level 7 plus a minimum of five (5) years' experience in managing ICT related projects  
Preferably experience in installation of programmes

**KNOWLEDGE REQUIRED:** Systems Act no 2 of 2000 \*\*Local Government Infrastructure \*\*Municipal Systems & Procedures \*\* Project Management & Budgeting \*\*Hard & Soft Wear Programmes

**SKILLS REQUIRED:** Interpersonal skills \*\*Analytical ability \*\*Planning skills\*\*Problem solving skills\*\*Project management skills\*\*Customer orientation Administrative skills \*\*Drive and energy (motivation.)

### **PHYSICAL REQUIREMENTS OF THE POST:**

The post requires of the incumbent to be a normal person with good health.

### **KEY DUTIES:**

Council's Network Services - Manage, plan and coordinate the council's network services to ensure effective and operational network services \*\*Policies and Strategies -The establishment of policy and strategy to manage the ICT function of the municipality and to determine operating strategies \*\*Monitoring -Apply continuous monitoring\*\* Support and Maintenance - Provide support, maintenance and advice to departments of the council \*\* Management Information Systems -Control the municipality's management information systems \*\* ICT Systems, Systems Development And Programmes - Manage the municipality's ICT systems, systems development and programmes \*\* Control the application of security and contingency planning \*\*Plan and manage the council's computer network, internet, e-mail and related services with the emphasis on improving existing core services and infrastructure \*\*Formal and Informal Reporting \*\* Perform any other related duties as instructed by Supervisor

### **BENEFITS**

*Attractive benefits are offered such as Bonus equal to one month's salary \* Pension-Provident/Retirement and Medical Aid Fund \* Housing Subsidy \* Ample leave \* Sick leave.*

**CLOSING DATE: TUESDAY 20 APRIL 2021 16:15**

*NB: Should you not be contacted by us within 3 months, please assume that your application has not been successful. Certified copies of documentation of qualifications/valid drivers' licenses must be attached as proof to be considered. The appointment will be subject to an initial probationary period of 6 (six) months after which the permanent confirmation of the appointment shall be reconsidered. Any person canvassing with the view of being appointed in a post shall be disqualified from appointment.*

**NO APPLICATIONS VIA FAX OR E-MAIL WILL BE ACCEPTED.**

Full particulars and prescribed application forms can be obtained from **mrs L Barnard/mr AT Jacobs/mr. Adriaan Duimpies/ms. Imelda F Dourie** at telephone **023-4148165/8190**. Completed applications should be sent to or handed in at –

**THE MUNICIPAL MANAGER, PRIVATE BAG 582, 112 DONKIN STREET, BEAUFORT-WEST, 6970**

Municipal Office  
112 Donkin Street  
**BEAUFORT WEST**  
6970

MJ PENXA  
**ACTING MUNICIPAL MANAGER**

2021/04/01