



The Department of Environmental Affairs is advertising the following posts on behalf of the Waste Management Bureau. All posts are on a **5-year contract**. Waste Bureau is an organ of state established to be specialist implementing agent that facilitates waste minimisation and recycling.

### **Senior Manager: IT Systems (WB08/2018)**

**Salary** R809 500-R1 133 300 per annum (Total cost to company)

**Centre:** Pretoria

**Requirements:**

- An appropriate recognised Bachelor's Degree in Information Technology, Computer Science or equivalent relevant qualification (NQF Level 7);
- Minimum of 5 years of experience at a middle/senior management level.);
- Proven strategic management and leadership skills. Management experience in contracts and Service Level Agreements;
- Experience in policy development and implementation. Project management capability;
- Good financial management skills and knowledge of the PFMA and Treasury Regulations and other relevant legislation;
- Good communication (verbal and written), interpersonal and stakeholder liaison skills. Sound organising and planning skills;
- Leadership, facilitation, presentation, analytical and decision-making skills

**Duties:**

- Manage and maintain the Waste Bureau IT systems. Review, manage, maintain and implement the Master Systems Plan (MSP) of the Bureau;
- Implement and enhance ICT security to protect the integrity of data in the Bureau;
- Maintain and review information technology policies in line with Waste Management Bureau policies. Maintain the IT support service for the Waste Bureau.

**Enquiries:** Mr D Vukela, Tel: 012 399 8627

**Closing Date:** 22 June 2018

**For Attention:** Ms Kate Selemela

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- All applications must be submitted on a **Z83 application form** (*click bold underlined text to download PDF form*) accompanied by certified copies of qualifications, identity document (ID) as well as a comprehensive curriculum vitae (CV) in order to be considered.
  - It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA).
  - The Waste Bureau Affairs is an equal opportunity, affirmative action employer.
  - Correspondence will be limited to successful candidates only.
  - People with Disabilities are encouraged to apply
  - **Short-listed candidates will be subjected to screening and security vetting to determine their suitability for employment, including but not limited to: Criminal records; Citizenship status; Credit-worthiness; Previous employment (reference checks); and Qualification verification.** Candidates shortlisted for the SMS post will be subjected to a technical exercise that intends to test relevant technical elements of the job.
  - Following the interview and the technical exercise, the Selection Panel will recommend candidates to attend a generic managerial competency assessment in compliance with the DPSA Directive on the implementation of competency based assessments.
  - Furthermore, the person appointed to this position will be subject to a security clearance, the signing of a performance agreement and an employment contract.
  - If you have not been contacted within three 3 months after the closing date of the advertisement, please accept that your application was unsuccessful.
  - The department reserves the right not to make an appointment.
  - Relaxation of qualification requirements may be considered for non-OSD posts
  - **Applications must be forwarded to: The Director-General, Department of Environmental Affairs, Private Bag X447, Pretoria, 0001 or hand-delivered to: Environment House, Erf 1563 Arcadia Extension 6, Cnr Soutpansberg and Steve Biko Road, Arcadia, Pretoria.** No faxed, e-mailed and late applications will be considered.