RESOURCES AND OPERATIONS
Information- & Communication Technology (ICOMTECH)

POST TITLE	**Manager: IT& Information Support Systems**		
REFERENCE NUMBER	• 612	**CLOSING DATE FOR APPLICATIONS**	• 02 April 2015
POST LEVEL	• P6		

MINIMUM QUALIFICATION	• BSc in computer Sciences or equivalent
	• 3 years' experience in an ICT environment overseeing ICT Services Management and ICT auxiliary services.
	• Experience required in the following specific areas:
	  • Windows Operating Systems
	  • Microsoft Active Directory
	  • Exposure to Management Enterprise licensing
	  • Management of an ICT Service Desk
	  • ICT Service Management
	  • Enterprise Desktop Management tools
	  • High Level Strategic and Financial Planning
	  • Customer Relations
	  • Policy Development
	  • ICT Procurement		

MINIMUM EXPERIENCE & OTHER REQUIREMENTS	• Valid Driver's license • Systems knowledge of a higher education institution • Experience in managing ICT staff in a support environment • Understanding and experience of COBIT, ITIL, King III and other relevant governance structures, as well as all relevant legal requirement s for the ICT environment.		

DESIRED QUALIFICATION AND/OR EXPERIENCE	• Post Graduate Degree in Computer Sciences or equivalent
	• 5 years' experience and ICT environment overseeing ICT services management and ICT auxiliary services preferably in the Higher Educations Sector
	• Experience required in the following specific areas:
	  • VMware and LAN/WAN technology
	  • Exposure to management Enterprise licensing
	  • Enterprise edge security
	  • Telephony and telecommunication applications and functioning		

DIRECT ENQUIRIES TO	• Mr Rick Pengilly at 051-507 3010 or rpengilly@cut.ac.za		

MAIN TASKS

1.	Develop Policy and Procedure to govern the provision of IT Information Support systems services	2.	Manage and monitor the provisioning of IT and Information Support System services
3.	Manage the performance and the development of staff	4.	Manage and monitor the CUT Telecommunication services
5.	Develop reports	6.	Represent the unit internally at different forums

IMPORTANT INFORMATION REGARDING YOUR APPLICATION
(Kindly ensure that you read and comply before submitting your application)

- Please complete a separate application form for each post.
- The University may decide to consider only completed applications consisting of ALL the documents listed below for selection.
  - A completed and signed CUT application form;
  - A comprehensive Curriculum Vitae;
  - A **certified** copy of a South African identity document or a passport;
  - A complete set of **certified** copies of qualifications (only certified copies of documents are required. Please do NOT submit any original documents); and
  - A **certified** copy of the SAQA accreditation of any qualifications obtained at education institutions outside South Africa.

GENERAL REMARKS

- Candidates will be recruited and appointed in accordance with the Employment Equity and Affirmative Action Programmes of the Central University of Technology, Free State.
- The Central University of Technology, Free State reserves the right to conduct/employ a third party to conduct a background investigation in respect of all short-listed candidates.
- Correspondence will be limited to short listed candidates only.
- The Central University of Technology, Free State reserves the right not to make an appointment in the advertised post and/or to appoint other suitable persons recruited by means other than this advertisement. Appointment, either on a permanent or contract basis, will be negotiated with the successful candidate.
- Application forms are available from the Human Resources section, ZR Mahabane Building, CUT Campus, Bloemfontein or on CUT's website.
- Complete applications, quoting the specific reference number, should reach CUT on or before the closing date via:

By hand:	**By mail**:	**By e-mail:**
The Resourcing office, Human Resources	The Resourcing Office, Human Resources	jobs@cut.ac.za
Central University of Technology, Free State	Central University of Technology, Free State	
ZR Mahabane building	ZR Mahabane building	
20 Pres. Brand Street	Private Bag X20539	
Bloemfontein	Bloemfontein, 9300	