

THEEWATERSKLOOF

Munisipaliteit * Municipality * uMasipala

Theewaterskloof Municipality currently awaits application form suitably qualified persons to be appointed in the undermentioned vacancy

MANAGER: INFORMATION AND COMMUNICATION TECHNOLOGY (ICT)

Salary: Post level T16 – Between R692 076.00 p.a. and R898 368.00 p.a. plus a travel allowance of R13 890.49 per month under certain conditions.

The most eligible candidate must be in possession of a Degree in Information and Communications Technology (ICT) or Advanced Diploma in Information and Communications Technology (ICT) (NQF7) **[Originally certified copy must be attached]**. 8 years or more relevant experience of which 3 years should be at a management level. **(Experience must be clearly defined in the application)**. A valid EB or B driver's license **[Originally certified copy must be attached]**. Effective communication skills in at least two (2) of the three (3) official languages in the Western Cape, namely English, Afrikaans and Xhosa. The successful candidate if not already compliant with the Municipal Regulations on Minimum Competency Levels will be allowed 18 months from date of appointment to comply with the said regulations **(if compliant - please attach valid proof)**.

Special conditions:

The prescribed application form must be accompanied with originally certified copies of the following documents before the closing date and time of this advertisement – Failure to attach the required documents will automatically disqualify an applicant.

- **Originally certified copy of Information and Communication Technology (ICT) OR Advanced Diploma in Information and Communication Technology (ICT) (NQF7)**
- **Originally certified copy of Valid Code B or EB driver's license**
- **Originally certified copy of ID document**

Responsibilities: Manage and develop services regarding information & communication systems in terms of Information and Communication Technology * develop Council's information and communication technology in line with its IDP * identify, develop, maintain, update implement and apply ICT strategies to meet current needs * ensure ICT compliance with the Auditor General * manage and control all services and maintain contracts for all ICT systems * direct, plan and manage subordinate staff to ensure an effective ICT support function * do cost analyses and draw up ICT budget * attend ICT Steering Committee and provide technical input and direction * manage and revise the licensing of hardware/software according to legal standards * manage and ensure compliance with SDBIP * report to management on ICT matters * draw up ICT tenders * contract management * coordinating and guiding specific deadlines and financial reporting sequences associated with ICT * other duties as requested from time to time.

Enquiries: Mr. GW Hermanus: Director Corporate Services

Tel: 028 – 2143300

Minimum competency framework: Local Government Municipal Staff Regulation

Core professional competencies <ul style="list-style-type: none">- Community and customer focus- Problem solving- Negotiation and Influencing- Resilience- Communication- Ethics and professionalism	Management / Leadership Competencies <ul style="list-style-type: none">- Team Orientation- Direction Setting- Coaching and mentoring- Impact and Influence
Public Service Orientation Competencies <ul style="list-style-type: none">- Interpersonal Relationships- Communication- Service Delivery orientation- Client Orientation and Customer Focus	

If you do not receive any feedback, within two (2) months after the closing date, kindly assume that your application was unsuccessful. The Council reserves the right not to make any appointment.



Theewaterskloof Municipality is committed to equal opportunity and affirmative action. Preference will be given to suitably qualified candidates who are members of the designated groups as defined in Section 1 of the Employment Equity Act.

W Hendricks, Municipal Manager, P O Box 24, 10 Church Street, Caledon 7230

The council's offer includes benefits such as pension, medical aid and a group scheme as well as a 13th cheque, a housing-/ rental subsidy and settling of furniture removal cost under certain conditions.

Applicants must complete the prescribed application form (TWK Application Form) accompanied by a detailed CV with originally certified copies of qualifications and ID document in order to be considered for the position. Application forms must be forwarded to the Senior Manager: Human Resources, Theewaterskloof Municipality, and P O Box 24 Caledon 7230.

Shortlisted candidates will be subjected to a qualification verification, reference check and where necessary undergo screening and vetting.

Please note: No e-mailed, scanned, or faxed applications will be accepted. Only original applications forms will be accepted.

Canvassing will disqualify any candidate from being considered for appointment.

APPLICANTS WHO DO NOT COMPLETE THE PRESCRIBED APPLICATION FORM WILL AUTOMATICALLY BE DISQUALIFIED.

Closing date: 29 August 2025 at 12:00 pm. (no applications will be accepted or considered after the closing date)