

Postal Address
P.O. Box 1329, Rivonia
2128, South Africa

Physical Address
270 George Road,
Noordwyk, Midrand, 1687

Contact
Call Centre: 0860 100 221
Telephone: 011 217 0600
Fax: 011 783 7745



External Advertisement

Applications are hereby invited from suitably qualified persons whose appointment will promote representivity.

CHAIRPERSON OF THE INFORMATION AND COMMUNICATION TECHNOLOGY STEERING COMMITTEE

REFERENCE NUMBER: CATHS12/2023

DURATION: Two (2) Years

REMUNERATION: Per meeting attendance and in accordance with rates payable to the Members of the Board, as classified as Category S by the National Treasury

LOCATION: Head Office in Midrand

JOB SUMMARY

The ICT Chairperson will assist the Accounting Authority in discharging oversight responsibilities and provide strategic leadership of the ICT governance through the alignment of the ICT objective and goals with the overall outcomes and outputs of the organisation.

Key Performance Areas and Responsibilities

- Promote the effective use of ICT within the CATHSSETA.
- Provide leadership and guidance in the development and implementation of ICT policies to ensure effective deployment and provision of ICT infrastructure and services within CATHSSETA.
- Ensure alignment between the entity's corporate strategy and the ICT strategy.
- Identify risks associated with ICT and provide risk mitigation actions.
- Guide the process of developing entity-wide ICT plans to ensure optimisation of the use of resources cost-effectively.
- Lead the process of reviewing the current and future ICT infrastructure requirements to improve the efficiency of ICT resources.
- Promote effective oversight responsibility of the ICT environment with CATHSSETA by ensuring that people, technology, processes, and information are integrated.
- Provide a mechanism to systematically respond to incidents such as cybercrime.

External Advert – ICT Steering Committee Chairperson

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Board Chairperson Mr David Themba Ndhlovu

Board Members Ms Margareth Edith Tukagomo • Mr Moses Motha • Mr Kennilworth Itumeleng Dichabe • Mr Nkanyezi Joseph Ntuli
Mr Solomon Zawempi Mhlanga • Mr Thulaganyo Gaoshubelwe • Ms Sumayya Shanitha Khan • Ms Lesiroha Matshediso Lesutu
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- Ensure the ethical and responsible use of the ICT equipment and services through established internal policies.
- Guide the process of developing and implementing the disaster recovery plan and ensure continued operations in case of disaster.
- Ensures that the entity develops the ICT governance framework, strategy, and plan.
- Submit quarterly reports to the Audit and Risk Committee on the implementation of the ICT projects and recommend changes and improvements to be put in place.

Qualifications, Skills, Experience and Attributes

- Matric plus postgraduate qualification in computer science or equivalent and relevant qualification rated at NQF level 8 by the South African Qualifications Authority;
- Experience in managing or overseeing the ICT portfolio in medium to large organisations at the Executive Management level is required;
- A minimum of three (3) serving in ICT Steering Committees is required;
- Computer literacy in MS Office packages; and
- Membership in ICT Related Professional bodies will be advantageous.

Knowledge Required

- Advance knowledge of information and knowledge of management and corporate governance principles;
- Understand various prescripts governing the SETA environment;
- Excellent knowledge and understanding of Corporate Governance Principles;
- Understanding Strategic Planning, Risk Management and Performance Management processes in the Public Sector;
- Understanding Public Sector budgeting processes; and
- Excellent Communication, report writing, presentation, facilitation and analytical skills.

Skills Required

- Computer literacy in MS Office packages
- Project management
- Planning and organising
- Impact Communication
- Report writing

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- Conflict handling
- Interpersonal
- Mathematical
- Analytical
- Presentation
- Computer literacy

Core Competencies

- Strategic thinking
- Judgement and decision-making
- Leadership capability
- Building and maintaining relationships
- Quality Assurance
- Coaching and Empowerment
- Emotional Intelligence
- Change Management
- Risk Management

Personal Attributes

- Honesty
- Integrity
- Diligence
- Respect
- Trustworthy
- Ability to work in a team
- Ability to work under pressure

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Applications are to reach CATHSSETA by 16h00 on Tuesday, 21 November 2023. Any applications received thereafter will be not considered.

CATHSSETA is an equal opportunity employer committed to the principles of Employment Equity. It is the responsibility of the applicants to familiarise themselves with the specific details of the positions they are applying for.

Applications must be accompanied by a **signed application form indicating the position you are applying for, and a detailed CV**. Applicants are to submit their applications ELECTRONICALLY ONLY via e-mail to risk@cathsseta.org.za

Correspondence will be limited to successful candidates only. Persons with disabilities are strongly 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; Creditworthiness; Previous employment (reference checks); and Qualification verification. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA).

CATHSSETA reserves the right to subject shortlisted applicants to psychometric evaluation in accordance with its policies. All shortlisted candidates will be expected to avail themselves for an interview at CATHSSETA's convenience. CATHSSETA reserves the right not to make an appointment.

Any queries may be directed via email to Ms N Rikhotso at ntombizodwar@cathsseta.org.za. If you have not heard from us within 30 days after the closing date of the advertisement, please consider your application unsuccessful.

Approved
[Signature]
07/11/2023

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