



External Advertisement

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

Background

The Culture, Arts, Tourism, Hospitality and Sport Sector Education and Training Authority (CATHSSETA) is a Sector Education and Training Authority (SETA) established per the Skills Development Act, No 97 of 1998, as amended (SDA)

Position: Chairperson of the Information and Communication Technology Steering Committee

Reference Number: CATH/01/2026

Duration: Three (3) years

Location: Head Office in Midrand

Remuneration:.....Payment is subject to THE National Treasury's rates that are paid to the Members of the Boards/Councils/Tribunals/Committees.

NB: Employees of the organs of state, as defined in section 239 of the Constitution of the Republic of South Africa, Act No. 108 of 1996, as amended, shall not receive any remuneration and this is not negotiable.

Job summary

The Chairperson shall assist the Accounting Authority or Board in discharging its oversight responsibilities and provide strategic leadership relating to Information and Communication Technology (ICT) governance through the alignment of the ICT objectives and goals with the overall outcomes and outputs of the organisation. The ICT Steering Committee reports to the Audit and Risk Committee (ARC), through its Chairperson.

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;
- Ensure 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 for a systematic cybersecurity maturity approach, including information security governance, POPIA compliance, third-party ICT risk, and data governance;

- Ensure the ethical and responsible use of the ICT equipment and services through established internal policies;
- Ensure the process of developing and implementing the disaster recovery plan and ensure continued operations in case of disaster, including annual testing and periodic review of recovery plans;
- Ensures that the entity develops and implements the ICT Governance Framework, Strategy and Plan in accordance with applicable laws, policies or guidelines; and
- Prepare and 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 Information Systems, ICT Governance or equivalent relevant qualification rated at National Qualifications Framework (NQF) level 8 by the South African Qualifications Authority (SAQA); and
- Active Membership of ICT Related Professional bodies relating to this field is required.

Experience

- The candidate must have at least five (5) Executive Management experience overseeing the ICT portfolio in medium to large organisations;
- Minimum of three (3) years serving on governance structures, particularly ICT Steering Committees;
- Experience in managing the deployment of ICT infrastructure and systems.

Knowledge Required

- Knowledge of relevant pieces of legislation such as the Constitution of the Republic of South Africa, Act No.108 of 1996 as amended; Skills Development Act No.97 of 1998 as amended; Skills Development Levies Act, No.9 of 1999; Public Finance Management Act No.1 of 1999 as amended, etc.;
- Understand various prescripts governing the SETA environment and the public sector in general;
- Excellent knowledge and understanding of Corporate Governance;
- Computer literacy in Microsoft Office packages;
- Understanding Strategic Planning, Risk Management and Performance Management processes;
- Understanding Public Sector budgeting processes; and
- Excellent Communication, report writing, presentation, facilitation and analytical skills.

Skills Required

- Computer literacy;
- Project management
- Planning and organising
- Communication
- Report writing
- Conflict handling
- Mathematical
- Analytical
- Presentation

Competencies

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

Personal Attributes

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

Directions to applicants:

CATHSSETA is an equal opportunity employer committed to principles of Employment Equity. It is the responsibility of the applicants to familiarise themselves with the specific details of the position they are applying for. Women and Persons with disabilities are strongly encouraged to apply.

CATHSSETA reserves the right not to make an appointment

Applications must submit an application letter motivating the suitability of the candidate and accompanied by a detailed CV. **Applications must be submitted ELECTRONICALLY ONLY via e-mail to ntombizodwar@cathsseta.org.za by 22 February 2026 before 23h59. Late applications shall not be considered.**

Short-listed candidates shall be subjected to interview, citizenship, criminal record check, security vetting, qualification verification, employment reference, etc, to determine their suitability. It is the applicant's responsibility to have his/her foreign qualifications evaluated by SAQA and obtain a report. All shortlisted candidates shall be expected to avail themselves for an interview at CATHSSETA's convenience.

Any queries may be directed telephonically to Ms Ntombizodwa Rikhotso at 0609985426. If you have not heard from us within 30 days after the closing date of the advertisement, please consider your application unsuccessful.



Approved on 13/02/2026