



**SOUTH AFRICAN
COUNCIL FOR SOCIAL SERVICE PROFESSIONS**

VACANCY ANNOUNCEMENT

20 June 2019

IT Officer

(REF: IT Off/2019/06/18/1-P)

R442 605 per annum excluding benefits.

MAIN PURPOSE OF JOB

To provide an effective and efficient IT services and ensure an appropriate level of computing, network services and technical support

REQUIREMENTS

An appropriate Bachelor's Degree/ Diploma in Information Technology and at least 5 years' extensive experience in an IT field.

KEY PERFORMANCE AREAS

- Develop, maintain and create Information Technology Communication and Operational systems
- LAN Support and second line of support provisioning
- LAN Monitoring & Desktop Support Development
- Manage the Data Centre of the Council
- Special Projects Management and Adhoc duties as required.
- Risk Management
- Liaise with the Stakeholders on the audit reports and resolutions thereof.
- Perform IT advisory role to Council's IT and Business Re-engineering Committee
- Report to Council, Committees and Boards.
- Development of Annual performance plan for the unit and participate in the strategy planning of Council
- Maintain compliance to Council IT Security Policies, Standards and Regulations.

Inquiries: Ms. Albertinah Thabethe 012 356 8322 / hr@sacssp.co.za

Please note: All posts are based in Pretoria. Correspondence will be limited to shortlisted candidates only.

All applications must include:

- A detailed Curriculum Vitae,
- Certified copy of identity document,
- Certified copies of qualifications (foreign qualification must be accompanied by an evaluation certificate from SAQA).
- Names and daytime contact details of at least three traceable referees (not from SACSSP)

Please forward your applications to: SACSSP OFFICES, 37 ANNIE BOTHA AVENUE, RIVIERA, PRETORIA, 0084 / PRIVATE BAG X12, GEZINA, PRETORIA, 0031 BY **05 JULY 2019**. *No late applications will be considered. Application can be emailed to hr@sacssp.co.za*

If you have not been contacted within 3 months after the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to a personnel suitability check (criminal record check, citizenship verification, ICT check, qualification/study verification and previous employment verification and competency test). *The SACSSP does not promote the employment of family, friends and relatives as stipulated in the HR Policy; it discourages such practices and promotes fair recruitment and selection process.*

Whites, Indians, Coloured and people with disabilities are encouraged to apply.