CALL FOR APPLICATIONS:
MANAGER: ICT OPERETIONS FOR GAUTENG GROWTH AND DEVELOPMENT AGENCY (GGDA)

PERMANENT WITH THREE MONTHS' PROBATION, PATERSON GRADE GGDA D3, SALARY R1 076 500.00 TOTAL COST OF EMPLOYMENT PER ANNUM

The Gauteng Growth and Development Agency (GGDA) is the implementation arm of the Department of Economic Development. The GGDA has the mandate to lead, facilitate and manage sustainable job creation and inclusive economic growth and development in the Gauteng City Region through:

- Enabling economic development that is focused on creating sustainable jobs by facilitating delivery of key national and provincial programmes of action.
- Strategically positioning the province into a globally competitive city region.
- Facilitating partnerships and creating linkages across the province to maximize service delivery outcomes.
- Supporting the development of Key Sectors of the economy in line with the economic development and industrial strategies of the province by carrying out:
    - Business enablement
    - Establishment of capital projects
    - Land development
    - Trade and investment promotion

The primary purpose is to ensure that all ICT related systems deliver output in support of all functions within GGDA and across the group. Manage all ICT related projects in the Business environment. Establishes guidelines to monitors systems performance and ensures applications stability through the effective use of personal computers, servers, and technical services. Develops operational policies and procedures.

The successful incumbent will be reporting to: Senior Manager: ICT and will be expected to execute the following tasks:

Strategy Execution

- Implement the ICT Application Master plan for GGDA aligned to the overall ICT strategic objectives.
- Align GGDA information systems plan with the strategic direction, management plans, and the business processes of GGDA.
- Provide advice on evaluation, selection, implementation, and maintenance of information systems solutions, ensuring appropriate investment in strategic and operational applications.

- Report on the performance of the unit against the business plan and APP to the senior manager
- Manage and monitor delivery of the operational plan against agreed.

  objectives and periods in relation to Business applications and **systems**

Functional Management

- Managing daily ICT operations and services, including personnel and all systems.
- Managing incidents, problems, and change management processes within the Agency and its entities.
- Design, develop and implement ICT policies and procedures in line with GGDA strategic objectives and goals.
- Implement, maintain, and monitor ICT applications, software, and systems across all GGDA and its entities.
- Ensure the smooth delivery of IT services by monitoring system performance.
- Identify and eliminate security vulnerabilities with strategic solutions that increase data security.
- Conduct regular system audits and software performance reviews.
- Collaborating with other ICT teams and Business units to resolve issues within GGDA and its entities to ensure efficient service delivery
- Keeping up to date with emerging ICT trends and technologies to improve service delivery Continuously identifying areas for improvement and implementing solutions
- Lead the ICT service management team to deliver high-quality ICT services to the agency.

Financial Leadership

- Review invoices against contracts and ensure approvals are effected timeously.
- Manage all ICT Application acquisition within the approved SCM regulations, - policies and -procedures.
- Compile and manage the ICT business application and Information System budget.
- Provide inputs and Manage ICT Business Applications and information systems budgets and ensure cost effectiveness for IT systems.

Stakeholder Relationship Management

- Maintain internal relationships with GGDA staff, including but not limited to the executives.
- Maintain external relationships with service providers and suppliers, and external consultants on specific projects.

- Represent ICT and participate in the organization's committees and tasks teams when required.
- Convene and attend meetings and present findings and business cases to relevant stakeholders when required.
- Attend industry related forums, conferences, and workshops to gain industry insight for the purpose of business improvement.

Good Corporate Governance & Compliance

- Provide input in the development of internal control policies, processes, and procedures in line with any relevant legislation and best practices.
- Design, develop and implement ICT policies and procedures in line with GGDA strategic objectives and goals.
- Ensure that compliance requirements have been built into policies and procedures of GGDA and into the manuals of GGDA where appropriate.
- Monitor and evaluate information systems performance in accordance with the ICT Governance Framework
- Maintain compliance to accreditation certification i.e. ISO27001.
- Identify and manage the ICT Business application and Information System risks of the organization.

MINIMUM QUALIFICATION AND COMPETENCY REQUIREMENTS:

- A Bachelor's degree in Information Technology /Computer Science (NQF Level 7).
- Minimum 8 years' experience in in ICT with 3 years at Management Level.
- The following certifications/accreditation will be added advantage.
- MCSE (Microsoft Certified Solutions Expert)
- ITIL Foundation certificate

Applications should be submitted online: https://bit.ly/GGDAGroupRecruitment

Applications must be accompanied by a curriculum vitae, certified copies of qualifications and certified copies of identity documentation.

Preference will be given to people with disabilities, women and previously disadvantaged individuals to promote Employment Equity within the group

Only shortlisted candidates will be contacted. If you have not heard from us within three months of the closing date, please regard your application as having been unsuccessful.

Applications should be addressed to **https://bit.ly/GGDAGroupRecruitment**

The closing date for applications is **06 November 2026.**

"The Protection of Personal Information Act (POPIA) came into effect on 1 July 2021. The GGDA respects your privacy and is committed to keeping your personal information secure and confidential. The Group will ensure that in Processing an Applicant's or Employee's Personal Information, it will adhere to its obligations in terms of POPIA. By virtue of you applying for this position, you give The Group the consent to keep and or process your information as pe POPIA."