



## **NORTHERN CAPE PROVINCIAL ADMINISTRATION**

**Post** : **Senior Manager: Information Security**

**Reference No.** : **OTP/IT/SM/IS/2022**

**Centre** : **Kimberley**

**Salary** : **R1 057 326 - R1 245 495 per annum (Level 13), (an all-inclusive salary package), structured as follows: Basic salary – 70% of package; State contribution to the Government Employee Pension Fund – 13% of basic salary. The remaining flexible portion may be structured in terms of the applicable remuneration rules**

### **REQUIREMENTS:**

An undergraduate qualification (NQF level 7) as recognized by SAQA in Project Management, Information and Communication Technology and or Computer Science. A certificate, diploma and or postgraduate qualification in cyber security / information security will be an advantage; 5 to 10 years' experience at middle and or senior management level in the relevant Information Technology environment.

### **COMPETENCIES:**

Strategic Leadership Capability. Programme and Project Management. Change Management and Digital Transformation. Financial Management. People Management, Empowerment and interpersonal skills. Knowledge Management. Service Delivery Innovation (SDI); Client orientation and customer focus; Good verbal and written communication skills; Honesty and integrity; Problem solving, Analytical thinking and Strategic thinking; Knowledge of the functioning of the Provincial Government; Knowledge of Information Technology policy research, analysis and development; Knowledge and understanding of Government priorities; Good understanding of legislative frameworks governing Information Technology; Computer literacy a valid driver's license are further prerequisites.

### **RESPONSIBILITIES**

**The successful candidate will be responsible for the following main functions:**

1. Develop, implement, maintain and monitor Information Security Policies, standards and procedures for NCPG in line with the provincial 4IR aspirations:

2. Liaise with the ITSSC team to ensure alignment between the security and enterprise architectures, thus co-ordinating the strategic planning implicit in these architectures;
3. Conduct Information Security Risk Assessments:
4. Conduct information security and risk management user-awareness training to all NCPG Departments:
5. Consult with IT and security staff to ensure security is factored into the evaluation, selection, installation and configuration of hardware, applications and software:
6. Assist in the development and implementation of the NCPG ITSSC strategic plan, annual and operational plans.

**The successful candidate will be responsible for the following duties:**

1. Contribute to the business strategy formulation processes;
2. Render advice to senior management on relevant technology trends and their applicability to business enhancement and information security;
3. Develop Information Security Improvement Strategies for NCPG;
4. Develop Information Security Risk Mitigation Strategies for NCPG;
5. Develop and maintain NCPG Information Security Policy;
6. Facilitate information security governance;
7. Establish Information Security Steering Committee;
8. Facilitate information security Governance and implementation of and adherence to the policies and strategies as contained in the different plans and policies;
9. Oversee the management of business agreements (BAs) and Service Level Agreements (SLA's) of suppliers of Information Management and Information Security goods and services;
10. Liaise among the Information Security team and corporate compliance, audit, legal and HR management teams as required;
11. Ensure that all business project/initiatives developed within NCPG include adequate security controls;
12. Manage security issues and incidents, and participate in risk management forums;
13. Recommend and co-ordinate the implementation of technical controls to support and enforce defined security policies.

**Enquiries:** Mr. C. Vala – 053 838 2744

**NOTE:** The NC Provincial Government is an equal opportunity, affirmative action employer and aims to achieve gender and disability representivity at SMS level. Therefore, we specifically call for suitably qualified women and persons with disability to apply.

Applications must be submitted on the new application for employment form (Z83). The new form can be downloaded at [www.dpsa.gov.za-vacancies](http://www.dpsa.gov.za-vacancies) or obtainable from any Public Service Department and should be accompanied by copies of qualifications (only shortlisted applicants will be required to produce certified copies of qualifications) as well as a comprehensive CV in order to be considered. Applications submitted using the old Z83 form will not be accepted. Each application for employment form must be duly signed and initialled by the applicant. Failure to comply with these pre-conditions will disqualify applications from being processed. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Online applications such as emails with the relevant supporting documents e.g. comprehensive CV and qualifications will be accepted via electronic format e.g. Word, pdf, scanned images, etc.

All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be accordingly communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of the competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tool.

All shortlisted and candidates will further be subjected to a personnel suitability check which includes criminal record checks, verification of qualifications, financial and asset record checks, previous employment verification and citizenship verification. The successful candidate will be required to enter into an annual performance agreement and will have to disclose his/her financial interests annually.

If you have not been contacted within six (6) weeks after the closing date of this advertisement, kindly accept that your application was unsuccessful.

Please forward the applications for the post quoting the relevant reference number to:

Post to : Senior Manager  
Human Resources Management  
Private Bag X5016  
Kimberley  
8300

Or hand deliver to : JW Sauer Building  
Cnr Quinn and Roper Street  
Office of the Premier, Kimberley  
Ground Floor (Security)

For Attention: Mr. V. Fredericks

Or email to: : [hrarecruitment@ncpg.gov.za](mailto:hrarecruitment@ncpg.gov.za)

Closing date : 4 March 2022

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