

<b>JOB TITLE</b>	<b>HEAD OF IT &amp; PROJECTS</b>
<b>REPORTS TO</b>	<b>MANAGING DIRECTOR</b>
<p><b>PURPOSE OF THE POSITION</b></p> <p>To monitor, manage, and ensure continuous improvement of the IT Service Quality, ensuring IT industry Best Practice is followed to deliver highly-available solutions in alignment with business objectives.</p>	
<p><b>KEY TASKS, DUTIES AND RESPONSIBILITIES</b></p> <ol style="list-style-type: none"> <li><b>1. IT strategy, governance, efficiency and cost rationalization.</b> <ul style="list-style-type: none"> <li>• Setting strategies for service delivery that support the strategic needs of the organization.</li> <li>• Implementation and operational management of the organization's IT needs, including the implementation and integration of system and technology initiatives necessary to achieve organizational goals.</li> <li>• Budget planning, procurement, negotiations, contracts, SLA, payments &amp; vendor relationship, IT &amp; business projects, solution evaluation, selection &amp; implementation.</li> </ul> </li> <li><b>2. Project Management.</b> <ul style="list-style-type: none"> <li>• Setting organizational strategy, governing the direction and conduct of project management, including application of appropriate methodologies.</li> <li>• Managing risk and ensures that solutions to problems are implemented in line with change control processes.</li> <li>• Leading project planning, scheduling, controlling and reporting activities for strategic, high impact, high risk projects.</li> </ul> </li> <li><b>3. Cyber Security.</b> <ul style="list-style-type: none"> <li>• Reviewing investigations after breaches or incidents, including impact analysis and recommendations for avoiding similar vulnerabilities.</li> <li>• Developing, implementing and monitoring a strategic, comprehensive enterprise information security and IT risk management program.</li> <li>• Deliver value-adding risk assessments and advice to IT and cyber risk strategic and other initiatives to ensure changes to the risk profile are properly quantified and mitigated/managed within agreed risk appetite.</li> </ul> </li> <li><b>4. Internal controls and compliance.</b> <ul style="list-style-type: none"> <li>• Overseeing the implementation of various audit (internal &amp; external) recommendations and provide regular updates on IT risks and IT audit action points to management.</li> </ul> </li> </ol>	



- Developing, deploying and maintaining performance monitoring and reporting systems that provide management and technical reports for decision making and operational support.
- Providing all necessary information and details to the IT Steering Committee and under various discussion points to facilitate effective decision making.

#### **REQUIREMENTS**

- Bachelor degree in IT, Computer Science or related field.
- Master's in IT, Computer Science or related field will be an added advantage
- 10 years relevant experience with 5 years at a senior managerial level in an IT department.

#### **HOW TO APPLY:**

If you are interested in the position and have the required qualifications, skills and experience, kindly [Click Here](#) and apply on or before **Tuesday, November 30, 2021.**