

GOVERNEMENT PRINTING WORKS

The Government Printing Works is an equal opportunity, affirmative action employer. It is intended to promote representivity through the filling of these posts. The candidature of persons whose appointment/transfer/promotion will promote representivity will receive preference.

<u>APPLICATIONS</u>	:	All applications must be forwarded to: The Branch: Human Resources, Government Printing Works, 149 Bosman Street, Pretoria or Private Bag X85, Pretoria 0001
<u>FOR ATTENTION</u>	:	Ms. M. Mbokane, Human Resources, Tel no: 012 748 6271.
<u>CLOSING DATE</u>	:	22 December 2017
<u>NOTE</u>	:	Applications must be submitted on form Z83 (obtainable from any Public Service department) and must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on your Z.83. A recent, comprehensive CV, specifying all qualifications and experience, with respective dates and certified copies of qualifications and ID must be attached. The Government Printing Works reserves the right to fill or not fill the above-mentioned posts. General information: Short-listed candidates must be available for interviews at a date and time determine by the Government Printing Works. Successful candidates will be subjected to security vetting and financial disclosure requirements and may be subjected to competency assessment (compulsory in senior management positions). GPW is committed to equality, employment equity and diversity. In accordance with the employment equity goals and targets, preference may be given, but not limited to, candidates from underrepresented designated groups. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.

MANAGEMENT ECHELON

<u>POST 49/10</u>	:	<u>DIRECTOR: ICT OPERATIONS REF NO: (GPW17/68)</u>
<u>SALARY</u>	:	An all-inclusive remuneration package of R948 174. Per annum. The package includes a basic salary (70% of package), the State's contribution to the Government Employees Pension Fund (13 of basic salary) and a flexible portion that may be structured in terms of specific guidelines.
<u>CENTRE REQUIREMENTS</u>	:	Pretoria An appropriate Bachelor's degree or equivalent NQF Level 7 qualification in Information Technology / Information Management or relevant field and Cobit implementation, TOGAF, ICDL (International Computer Driving Licence), A+ and N+ certifications plus at least 5 years' experience at middle / senior management level, 3 – 5 years' experience in an Enterprise or Technology architecture environment is required ,Sound knowledge of strategic management, Sound knowledge of Information Technology systems and processes , Working experience managing Networks, Sound knowledge of Microsoft environment especially in supporting ERP systems , Sound knowledge in managing VMWare virtualised environments ,Sound knowledge of business continuity management, Sound Knowledge of the E government strategy and roadmap, Interactive communication, Problem solving and Analytical thinking achievement orientation , Planning and Organizing, Proven Project Management competency, Strategic thinking.
<u>DUTIES</u>	:	Ensure operational efficiency and improvement of IT Governance in the Department, Effectively plan, manage, assign and coordinate the day-to-day tasks and activities of the ICT Operations team inclusive of processes, procedures, risk management and financial governance, Ensure the integrity and smooth operation of all GPW ICT infrastructures, systems and applications, Ensure Backup and Disaster Recovery systems are adequate, in place and operational, Engage with GPW's project groups, and other key business stakeholders to ensure ICT services are provisioned to meet business needs, Ensure periodic review and audits are performed across all key ICT operational infrastructures and systems, Perform procurement activities in support of general ICT operations, Take responsibility and accountability for the complete management of projects and tasks, including

planning, scheduling and implementation, within allocated budgets and quality controls, Plan and deploy information security mechanisms and ensure compliance with relevant regulatory frameworks and authorities through researching, developing and implementing information security policies , Manage the development of Enterprise Architecture domain to ensure that GPW institutes and sustains a holistic and integrated view of technology standards and solutions, Create an enabling environment for line and support functions to perform their functions more effectively and efficiently, Ensure confidentiality and reliability of proprietary information and intellectual property ,Oversee identified deficiencies for IT policies, standards and best practices to ensure that architectural criteria and practices continue to meet the strategic needs of the Department , Develop and maintain computing standards relative to an overall strategy to provide an appropriate degree of standardization , Develop and implement governance processes, frameworks and procedures within the Directorate in compliance with GITO requirements , Render advice to senior management on relevant technology trends and their applicability to business enhancement , Oversee the management of business agreements (BAS) and Service Level Agreement (SLA) of suppliers of information management and Information Technology goods and services , Contribute to the business strategy formulation processes.

ENQUIRIES : Mr A Apleni tel. (012) 748-6090

OTHER POSTS

POST 49/11 : **SENIOR DATABASE ADMINISTRATOR REF NO: (GPW 17/69)**

SALARY : R657 558 per annum (All-inclusive package) (Level 11)
CENTRE : Pretoria

REQUIREMENTS : Grade 12 plus MCSE/MCTS/ relevant International Certificate with 8 – 10 years applicable experience or a relevant IT NQF 6 qualification with 5 – 7 years applicable experience, Solid hands-on experience in database design, development, tuning and maintenance after getting International Certifications of which a minimum of 5 years must be managing SQL 2008 R2/2012 or higher, Working knowledge of database systems, Microsoft Access, Microsoft SQL both standalone and clustered, Installing, configuring and administering any relational database.

DUTIES : Strategically design and implement databases across the organization, while ensuring high levels of data availability, Define standards and models for database architectures, which includes developing and designing the database strategy, monitoring and improving database performance and capacity, and planning for future expansion requirements, Plan, coordinate and implement security measures to safeguard the organization's database, Design and deploy data table structures, forms, reports, and queries, Conduct research and make recommendations on database products, services, protocols, and standards in support of procurement and development efforts, Coordinate and work with other technical staff to develop primary databases and secondary databases, Develop automated database applications, where necessary, using the applicable database packages, Identify data entry, retrieval, change, and delete issues, and work to ensure a high level of data availability, Work with project managers to ensure that data entry, retrieval, change and delete functions meet business requirements for project completion, Identify inefficiencies in current databases and leverage solutions, Install and configure relevant components to ensure database access, Diagnose and resolve database access and performance issues, Perform cost estimates for data migration to new databases during upgrades, and plan and coordinate these migrations, Evaluate and select database components, including hardware, database management systems, data extraction software, metadata management tools, and database design solutions. Backup and Disaster Recovery Of Databases, Request / Incident / Problem / Change management - meet all GPW governance and operational requirements, Security Management - Adhere to all GPW and security measures and report transgressions to the appropriate authority, Configuration management - Ensure compliance to all licensing requirements and report exceptions. Request / Incident / Problem / Change management - meet all GPW governance and operational requirements, Assisting Developers With Development Databases, Mentor and provide skills transfer to junior members of the team.

ENQUIRIES : Mr. A. Apleni, Tel no. (012) 748 6090

POST 49/12 : **SYSTEMS ADMINISTRATOR: 2ND LEVEL SUPPORT REF NO: (GPW17/70)**

SALARY CENTRE REQUIREMENTS : R334 545 per annum (Level 9)
 : Pretoria
 : Grade 12 plus CompTIA A+, CompTIA Security+, ITIL foundations, MCP/MCTS/MCITP/MCSA or any relevant Systems Support Certification with 5 -7 years' applicable experience or A relevant 3-year tertiary qualification in Computer Science/Information Technology/ Business Information Systems or equivalent qualification with 3 -5 years' applicable experience, Minimum of 3 years' ICT end user support experience, Supervisory experience will be an added advantage.

DUTIES : Provide 2nd level support on all ICT issues escalated from the 1st line support, and ensure calls are resolved within SLA , Ensure effective user access management on both Active directory and the financial system/s , Ensure that major incidents are escalated to ICT 3rd level support and management timeously , Partake in developing standard operating procedures documentation , Assist the Virtual Infrastructure specialist to do daily health checks on the virtual environment and the administration thereof, mainly VMWare View , Do daily monitoring and checks on all the environmental controls for the GPW main datacenters ,Assist Virtual Infrastructure specialist manage and monitor backups, ensure troubleshooting of failed backups , Test backups restores and escalated problems to 3rd line support , Partake in commissioning and deployment of new servers to the environment , Configure and install new application software and patches , Document key problems and their solutions for future reference , Training of junior staff and engaging in research activities , Ensure that new servers are created in line with GPW standards , Carry out functions competently and strictly in accordance with GPW-ICT policies and procedures , Ensure change control process are adhered to when making changes on the production infrastructure , Ensure backup tapes are rotated timeously and sent to offsite storage as per the schedule , Partake in the design and implementation of disaster recovery sites, and business continuity processes.

ENQUIRIES : Mr. A Apleni tel. (012) 748-6090