PROJECT MANAGER

INFORMATION & COMMUNICATION TECHNOLOGY SERVICES

The University of Cape Town (UCT) has consistently been ranked as the No.1 Public University in Africa by the Times Higher Education World University Rankings. This achievement reflects the leadership of the institution, the quality of its Teaching & Learning and Research programs, as well as the various professional and administrative support services. In keeping with its passion and commitment to growth, UCT has embarked on an exciting transformational journey that is reflected in its vision and strategic plans.

The University seeks to attract a Project Manager to its ICT Project Management Office (PMO) on a permanent basis, who will be responsible for the planning, initiation, implementation, and management of ICT projects in the ICT Services (ICTS) department. The role reports to the Manager of the PMO.

The ideal candidate would be passionate about technology and dedicated to service provisioning, value delivery and customer satisfaction. S/He would need to work both collaboratively and independently and display initiative in a fast-paced environment where accomplishments contribute directly to the success of UCT's strategic objectives.

Appointment to this position will require:
- At least an NQF-6 qualification in Information Systems, IT Management, Business Studies, or a related field;
- At least 6 years of relevant IT Project Management experience in an enterprise (large/complex) IT environment;
- At least 6 years' experience in managing project teams / virtual teams of at least 5 people;
- A proven track record of effectively managing both hardware/infrastructure and systems-related ICT projects (across the project lifecycle from initiation through to closure) with budgets ranging from R300k to R10m+;
- A proven track record of managing third party technology partners / service providers;
- Solid knowledge of the ICT industry;
- A track record of effective leadership;
- Strong planning, organizing, coordinating and work management skills;
- Strong elicitation, facilitation and communication skills;
- Strong competence in project management software, project reporting and organizational change management;
- Ability to build and maintain strong relationships with diverse stakeholder groups (e.g. from executive management through to technical staff);
- Ability to work effectively within project governance structures and produce appropriate project artefacts;
- Business acumen and proven experience with project financial management and budgets;
- Excellent oral and written communication and presentation skills
- Energy, drive and enthusiasm

The following would be to your advantage:
- A post-graduate diploma or formal certification in project management (at practitioner level);
- Familiarity with the general business processes within the Higher Education sector;
- Ability to mentor and train colleagues and contribute toward continual improvement in the PMO;

The annual remuneration package for this position, including benefits, is negotiable between R615,025 and R723,556 per annum, depending on experience and qualifications. 2021 salary ranges are presently under negotiation and may be applied retrospectively once concluded.

To apply, please e-mail the below documents in a **single pdf file** to: icts-jobs@uct.ac.za

- UCT Application Form (download at http://web.uct.ac.za/depts/sapweb/forms/hr201.doc);
- Cover letter;
- Curriculum Vitae (CV;
- Copies of relevant qualifications and certifications;

An application which does not comply with the above requirements will be regarded as incomplete and will not be considered.

Only shortlisted candidates will be contacted and may be required to undergo a competency test.

Telephone:	021 650 3012	**Website:**	www.icts.uct.ac.za
Reference number:	E21121	**Closing date:**	05 February 2021

UCT is committed to the pursuit of excellence, diversity and redress in achieving its equity targets. Our Employment Equity Policy is available at
http://www.uct.ac.za/downloads/uct.ac.za/about/policies/eepolicy.pdf

UCT reserves the right not to appoint.