

Are you smart? Professional? Efficient? Effective? Passionate about your work?

The Government Pensions Administration Agency (GPAA) is a government component which reports to the Minister of Finance and administers funds and schemes on behalf of the Government Employees Pension Fund (GEPF), the largest pension fund in Africa. It thus administers the pension affairs of approximately 1,7 million government employees and those of pensioners, spouses and dependants.

To meet the needs of our changing client base, the GPAA is modernising. In order for this modernisation to be effective, we are looking to bring bright and enthusiastic professionals from all disciplines of life, who are interested in contributing towards positive change, into our fold. If this is you, please apply for the posts detailed below:



CHIEF INFORMATION OFFICER

(Ref: CIO/2016/06-1P)

R1 042 500 TO R1 246 449 per annum (all inclusive package)
PRETORIA

Government Pensions Administration Agency (GPAA) is seeking applications for a seasoned CIO to accelerate and deepen its impact in the Pension Fund Industry.

KEY RESULT AREAS:

The CIO's primary goal is to oversee, direct and provide strategic leadership, advisory and support service to GPAA with regards to business enablement.

The key performance areas are to:

Formulate and oversee the implementation of strategic plans

- Develop an effective short, medium and long-term operating strategy for the programme
- Ensure the development, delivery and achievement of the business plans and budget for the programme
- Manage planning of resource requirements for the organisation to ensure sufficient resources are in place to meet service delivery demands
- Develop a management effectiveness and leadership strategy
- Adjust plans to meet business needs, achieving stipulated objectives
- Oversee the development, implementation and maintenance of relevant policies, standard operating procedures, guidelines and processes, achieving compliance with Public Service requirements
- Engage in strategic relationships with relevant stakeholders to serve the interest of the business unit
- Oversee the provision of accurate, current advice regarding benefits administration to all stakeholders
- Ensure application of principles of good governance and legislative compliance to the operation of the programme
- Analyze service delivery gaps and challenges, define service delivery operational measures and targets, and implement remedial action strategies
- Oversee quality of service provided to internal and external customers/clients/stakeholders and organised groups to improve overall the programme's performance
- Oversee the compliance with legislation in all activities undertaken within the organisation
- Represent the GPAA at all relevant committees and podiums
- Proactively ensure the identification and mitigation of risks

Oversee the implementation and maintenance of technology systems, infrastructure and applications that drive GPAA strategic objectives

- Drive and implement the Technology strategies
- Manage the development of technological solutions
- Facilitate business partnering
- Ensure development of technology policies and procedures
- Ensure the delivery and maintenance of service offerings and agreements

Oversee the design management expertise that will facilitate the achievement of business goals, successful initiation, planning and implementation of design Centre of Excellence (CoE)

- Drive design CoE strategies and policies
- Oversee the execution and implementation of design CoE deliverables
- Oversee enterprise architecture management
- Oversee process innovation management
- Oversee business intelligence management

Oversee the provision of project management expertise

- Drive PMO strategies and policies
- Ensure project reporting and analysis to facilitate consolidated reporting of progress towards meeting strategic objectives
- Ensure quality assurance and support acceptance of deliverables
- Ensure the management of project information
- Provision of project governance structures, oversight and monitoring
- Ensure stakeholder alignment

Manage all the resources in the programme

- Oversee the development and management of staff within the programme
- Implement and maintain a relevant management approach to support effective business results within the programme
- Develop and sustain a culture of high performance, professionalism and integrity to support overall quality of service delivery
- Oversee control of budgeting and expenditure process in-line with strategic objectives and relevant legislation
- Ensure the effective utilisation of other resources (including Information Security, Assets, Infrastructure, etc.) within the programme

REQUIREMENTS::

- A Bachelor degree (BSc Computer Science/Information Systems, or BCom Computer Science/Information Systems) in the relevant field or an equivalent three year tertiary qualification (NQF 7 with at least 360 credits)
- A proven track record of at least 10 years' experience in IT Management of which at least 5 years should include experience at executive / senior management level
- Experience gained in Financial Services, especially Employee Benefits, Pension Fund and Retirement Benefits Administration industries, will be a distinct advantage

COMPETENCIES:

To be considered for this executive position the following competencies are a pre-requisite:

- Strategic management capability
- Service delivery innovation with strong customer centric focus
- Programme and project management skill
- People management and empowerment
- Knowledge management
- Problem solving and analytical abilities
- Financial Management
- Transformation and Change Management capability
- Service excellence
- Emotional intelligence
- Transparency
- Integrity
- Knowledge and understanding of applicable legislation and policy requirements that drives the ICT sphere
- Knowledge of Compliance Management
- Knowledge of Middleware, Processing and Workflow
- Knowledge of Benefits Administration
- Knowledge of Customer Relationship Management (Channel Management)

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 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 competency based assessments. The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools.

PLEASE NOTE: Please forward your application, quoting the relevant reference number (on application and envelope) for the attention: Ms Mapule Mahlangu, Government Pensions Administration Agency, 34 Hamilton street, Pretoria, 0001 before 12h00 noon on the closing date. For enquiries, please contact Ms Mahlangu on 012 399 2639 or Ms Bontumelo Geldenhuys on 012 319 2447.

Closing date: 21 June 2016 before 12h00 noon. No faxed/e-mailed or late application will be accepted.

Requirement of applications: Must be submitted on form Z83, obtainable from any Public service Department or on the internet at www.gpaa.gov.za (originally signed). Must be accompanied by a comprehensive CV with original certified copies of all qualifications (including matriculation), ID and drivers license, if a prerequisite (copies of certified documents will not be accepted). Certified documents should not be older than three months. Applications that do not meet the above requirements will be deemed unsuccessful.

The candidate must agree to the following: Giving permission to be subjected to a personnel suitability check (criminal record check, citizenship verification, financial/assets record check, qualification/study verification and previous employment verification). Successful candidates may also be subjected to a skills and knowledge test, if applicable and a security clearance may be conducted. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). GPAA reserves the right not to fill the advertised position. If you have not been contacted within three months of the closing date of this advertisement, please accept that your application was unsuccessful. Correspondence will be limited to short-listed candidates only. It is intended to promote representivity through the filling of this post and the candidature of person whose promotion/appointment will promote representivity will receive preference.



the gpaa

Department:
Government Pensions Administration Agency
REPUBLIC OF SOUTH AFRICA