

The University of KwaZulu-Natal (UKZN) is committed to meeting the objectives of Employment Equity to improve representivity within the Institution. Preference will be given to applicants from designated groups in accordance with our Employment Equity Plan.

INFORMATION AND COMMUNICATIONS SERVICES

SENIOR ANALYST (PEROMNES GRADE 09) IMPROVEMENT DEVELOPMENT HOWARD CAMPUS

REF NO. ICS 02/2017

The purpose of the job is primarily to drive the ICS division toward its overarching objective of compliance with the UKZN IT Strategy. ICS is client centric and a singular team with no silos, which means that as a need/gap/crisis arises in any part of the team, all team members are required to make time available to support the area of the team that is in need.

The responsibilities will include; managing the functions, across all five campuses:

- Improvement and development
- Support the roll out of new development and hand-over systems to users liaise with various business units to gather systems requirements and resolve issues.
- Analyse systems processes and relate them into solutions to improve the workflow and business processes
- Development business justification and budget for each development request
- Development maintenance and support of new and existing solutions
- Ensure data integrity
- Ensure delivery of projects in time and under budget
- Innovate internal ICS developments to pro-actively advance the service quality of ICS

THE INCUMBENT WILL REPORT TO THE MANAGER: IMPROVEMENT & DEVELOPMENT.

MINIMUM JOB REQUIREMENTS AND EXPERIENCE

- Matric or equivalent
- Relevant 3-year IT tertiary qualification or relevant industry recognised professional IT certification or equivalent.
- At least five (5) years working experiences
- Technical IT knowledge in IT development environment

ADVANTAGES:

- Knowledge of ITS system
- Knowledge of PM BOK system
- Relevant programming certification

RELEVANT PERSONAL ATTRIBUTES AND KNOWLEDGE REQUIRED

- Customer relationship skills
- Experience in a management information environment
- Excellent communication skills (verbal and written)
- Ability to work accurately under pressure
- Ability to interact professionally with clients
- Very high levels of personal integrity and confidentiality
- Ability to work unsupervised
- Ability to work in a team environment
- Attention to detail

Short-listed candidates may be required to undertake a skills test.

Enquiries and details regarding this post, including requests for a job profile, and all other recruitment related enquiries may be directed to Tirhani Baloyi, 031 260 8809 or BaloyiT@ukzn.ac.za

Appointment to this post will be on the January 2012 Conditions of Service.

The total remuneration package offered includes benefits.

Applicants may also apply on PNET

Applicants are required to complete the relevant application form, which is available on the Vacancies website at www.ukzn.ac.za. Completed forms must be sent to Recruitment-tb@ukzn.ac.za

Advert Reference Number MUST be clearly stated in the subject line.

The closing date for receipt of applications is 27 SEPTEMBER 2017.