

## **ADVERTISEMENT**

### **Manager: Information Technology (IT)**

**Salary Range R 883 226.38 - R 1 039 089.86 per annum (all inclusive)**

#### **Overview of the Organisation**

The NMISA is a Type 3A Public Entity established in accordance with the Measurement Unit and Measurement Standards Act, No. 18 of 2006 (the Act). The NMISA is mandated by the Act to provide for the use of the international system of units (the SI) and other measurement units in South Africa, to maintain national measurement standards (NMS) and to determine and ensure the comparability of the NMS. More information can be obtained from [www.nmisa.org](http://www.nmisa.org)

#### **The Position**

To manage the Information Technology function through planning, organising and maintaining technical systems for the company. To maintain the NMISA network, facilitate infrastructure planning, architecture, administration and support of Microsoft servers and services. The Manager Information Technology will develop and review policies, procedures and best practices to ensure the integrity and security of all information systems. They will develop new services and improve existing ones to facilitate the smooth functioning of all NMISA IT related functions and provide day-to-day support of internal user base.

#### **Requirements:**

- A degree in Computer Science or equivalent.
- Postgraduate qualification in Information Technology will be an added advantage.
- 5-8 years of experience in information technology infrastructure planning and support.
- Proven competence in organizational day-to-day IT administration with experience in computer troubleshooting.
- Knowledge in some of following: Computer hardware and software systems and programs, Active directory, Windows Servers environment, Novell Netware, Groupwise, Apache, MTA's, IMAP, SMTP, Firewall, all relevant Microsoft products, Virtualisation, IT Architecture, Cloud Based Hosting, Web Design and Business Analyst Skills.
- Computer networks, networks administration, network installation and an understanding of TCP/IP networks in LAN and WAN format including internet technologies such as ADSL, VPN, MPLS, Networks and other network technologies.
- Be proficient in Computer viruses and security, Email, and internet programs.
- Knowledge of disaster recovery and backup systems, with implementation experience.
- Knowledge of LAN's and WAN's including internet with Router, Switch and Firewall experience,
- Experience in utilising technical knowledge of products and services within an IT environment.

#### **Responsibilities:**

- Maintain through knowledge of the organisation and adhere to all organisational standards.
- Plan, organize, direct, control and evaluate the operations of information systems and develop the Organisations IT architecture, infrastructure, business applications and operations strategy and implement.
- Develop and implement policies and procedures for electronic data processing and computer systems operations and development and ensure compliance to legislation and standards within IT environment.
- Enhance the organisations communication systems efficiency.
- Responsible for contract management and procurement of all IT equipment.
- Meet managers to discuss system requirements, specifications, costs and timelines.
- Create, manage and monitor the necessary IT projects – develop a quality plan in conjunction with a detailed work plan – ensure that quality is built into the project from beginning and managed continuously.
- Self-directed within broad goals and strategic direction in supporting objectives.
- Together with management, set project direction to ensure that the businesses expectations are met.

### **Person Specification:**

We are looking for a dynamic, positive thinking individual, who has the ability to manage complexity, have planning and organising skills, is resilient and customer service orientated. A unique individual with leadership and interpersonal skills who can communicate at all levels and develop a strong team. Excellent writing skills and fluency in English. The candidate must have the ability to work both as part of a team and independently. The position further requires professionalism when dealing with customers and colleagues, plus a level of excellence that goes above and beyond the commercial considerations and legal requirements.

### **Please note:**

NMISA subscribes to and applies the principles prescribed by the Employment Equity Act. Preference will be given to previously disadvantaged candidates who meet the requirements and who will add to the cultural and gender diversity of the organisation. NMISA is focused on recruiting the following candidates in order of preference: Coloured, African, Indian.

**Interested and suitably qualified persons may forward all supporting documentation required (updated CV, certified educational qualifications and certified ID.) when applying for the position email NMISA Human Resource at [careers@nmisa.org](mailto:careers@nmisa.org) Only candidates with all supporting documents will be considered for the position. Clearly indicate which position you are applying for.**

People with disabilities are encouraged to apply.

Closing date for applications: **13 May 2026**

Correspondence will be limited to short-listed candidates only.

By applying for this position at the NMISA, the applicant understands, consents and agrees that the NMISA may solicit a credit and criminal report from a registered credit bureau and/or the SAP in relation to positions that require trust and honesty and/or entails the handling of cash or finances and may also verify the applicant's educational qualifications and employment history.