MANAGER: NQF INFORMATION SYSTEMS

All-inclusive remuneration package of R 958 824 – R 1 125 825 per annum

The South African Qualifications Authority (SAQA) is a statutory public entity that operates under the NQF Act, No. 67 of 2008. SAQA seeks to appoint a Manager: NQF Information Systems. The successful candidate will manage the collection, standards, evaluation, governance, quality, compliance, enrichment, and storage of data in the NQF Information System and associated SAQA databases thereby ensuring the full functionality and utilisation of the systems. To manage the provision of data analytics that supports SAQA priorities and drives improved organisational results.

The most eligible candidate must hold an appropriate and recognised relevant qualification at NQF Level 7 or equivalent in Information Management, Data Science Computer Sciences, or equivalent. A relevant and recognised qualification at NQF Level 8 on the 10 Level NQF or equivalent in Information Management, Data Science, Computer Sciences will be advantageous.

A minimum requirement of 3 years' experience in database/system management and information management and 3 years of project or people management experience is a prerequisite.

The incumbent must have a good knowledge of relational databases and education management information systems, knowledge of the SAQA NQF and related environments, and data management. Advanced computer literacy, programme and project management, problem-solving, and data/statistical analysis and modelling skills should be the strengths of those aspiring for this appointment.

Characteristics of a transformational leader with strong managerial skills, a clear vision, and focused action would position the candidate favourably.

The key performance areas of this position are to:

- Consult with management to analyse computer system capability for information, data, and functional operations, to determine scope and priorities of projects, and to discuss system capacity and equipment acquisitions
- Maintain the NQF information systems and their data-models.
- Oversee data designs and the creation of database architecture and data repositories. Ensure effective operations of all aspects of the core NQF information system and associated databases
- Manage the data loads process by ensuring data provided by Quality Councils (QCs and Professional bodies are timeously and accurately loaded into the information system
- Develop, publish, and implement Data Regulations for loading data on SAQA's Management Information System
- Ensure the maintenance and availability of the searchable databases of qualifications and part-qualifications, Professional Bodies and Professional Designations, misrepresented and fraudulent qualifications
- Consult with stakeholders, organise planning sessions and facilitate workshops as required
- Manage relationships with internal stakeholders and act as a bridge between users and developers of the information system and associated databases
- Proactively seek ways to fill legacy data gaps eg through data digitisation projects and relationships with data suppliers.

SAQA is mandated by statute to oversee the further development and implementation of the National Qualifications Framework, ensuring quality qualifications, which lead to the full development of each learner and the social and economic development of the nation at large.

- Initiate and manage the integration of all SAQA data into the Management Information System. Initiate innovative projects to better manage databases and the analysis of data.

Applicants are required to attach an application letter together with their curriculum vitae and at least three references.

The successful candidate may structure the total package for a 13th cheque. Housing, medical aid, and pension allowance are included in the total package.

To apply for this vacancy please use the following link: http://hr.saqa.co.za

Closing date: 31 January 2024

SAQA will verify credit and criminal records as well as qualifications (A SAQA evaluation certificate will be required for all foreign qualifications).
SAQA reserves the right not to make an appointment to the advertised post and will only communicate with shortlisted candidates.