



**SEFAKO MAKGATHO HEALTH SCIENCES UNIVERSITY**  
**INSTITUTIONAL SUPPORT PROGRAMME**  
**DEPARTMENT OF HIGHER EDUCATION AND TRAINING (DHET)**

Sefako Makgatho Health Sciences University (SMU) is on a renewal path with exciting and unique opportunities to shape the training of medical and other health professionals, and scientists in general. We are on a vigorous campaign to attract top talent to join our exciting journey, as reflected in the opportunity below:

**HETMIS Project Manager (1 post)**  
(fixed-term contract appointment until 31 March 2027)  
Ref:43/2024/MJM/DHET

The University is looking for an energetic and knowledgeable individual who will be responsible for overseeing the integration of systems to facilitate real-time data exchange and synchronization across various platforms within the Department of Higher Education and Training (DHET). The role requires expertise in system architecture, Application Programming Interface (API) integration and data management to ensure seamless communication between different systems. The successful incumbent will report to the Chief Director: Policy, Planning, Monitoring and Evaluation (DHET), and must meet the requirements, competencies and be responsible for the following key performance areas below.

#### **REQUIREMENTS**

- A three (3) year Bachelor's Degree or Diploma with Computer Science or Information Systems (or similar qualifications) as a major subject
- At least ten (10) years' experience in database management and system development, of which five years should be working on high-level information systems
- Experience and knowledge of the education and training systems will be an added advantage
- Advanced experience with Oracle Endeca
- Proven experience in system integration and API development
- Knowledge of programming in object-orientated languages, with Open-Source development tools and platforms
- The ability to create innovative solutions to complex information management challenges and practical experience in business process analysis
- Highly proficient in the development and use of databases such as MS Access, SQL Server, and Oracle
- Advanced level of programming skills in NET environment; Java, C#, NET core
- Experience with managing ICT projects
- Proven ability to navigate online platforms such as Blackboard Collaborate, Zoom and Microsoft Teams with requisite proficiency
- Proficient in the use of Microsoft Office Suite, specifically Microsoft Excel, Word, and PowerPoint

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## COMPETENCIES

- Technical/ professional knowledge and skill
- Strong project management skills
- Organisational skills
- Ability to work well under pressure
- Excellent communication skills in writing, speaking and preparing presentations
- Excellent problem-solving skills
- Attention to detail
- Ability to work independently and collaborate effectively within a team
- Resource management
- Building interpersonal relationships and partnerships
- Decision-making and problem solving
- Mentoring and coaching
- Professional and ethical standards
- Facilitating change

## KEY PERFORMANCE AREAS

- Lead the Information Systems Management strategy of DHET and develop a credible mechanism for skills planning
- Develop and implement the system integration strategy for the Post-School Education and Training (PSET) Sector
- Develop a comprehensive design for the integrated information management system, including architecture, data models, user interfaces, and integration points with existing systems
- Manage the Higher Education and Training Management Information System (HETMIS)
- Provide support in the implementation of the developed management information system for the post-school sectors (TVETMIS, SETMIS, CETMIS, Survey Capturing Tools, Survey Hubs etc.), which will form part of the integrated system of DHET
- Develop and maintain databases
- Develop and maintain validation tools and applications for data collection and integration across the post-school system and related external partner databases
- Develop and maintain processes, standards and system specifications for all sub-sectors in the post-school system
- Provide support to the line functions in the development of management information systems and the development, management and maintenance of the central warehouse and reporting portal for DHET
- Perform any other duties assigned by the Chief Director

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**Closing date: 31 May 2024**

**Applications from Employment Agency will not be considered.**

Typed applications (**quoting the reference number**) which should contain a comprehensive curriculum vitae, certified copies of all qualifications and contact details of three referees, should be forwarded, for the attention of **Mr MJ Mopai**, to the Human Resources Department, P.O Box 68, Medunsa, 0204 or e-mail applications in MS Word and PDF format, to [hr.recruitment6@smu.ac.za](mailto:hr.recruitment6@smu.ac.za)

**THE APPLICATIONS MAY ALSO BE POSTED OR HAND DELIVERED TO (PLACE IN THE APPLICATION BOX):**

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**HUMAN RESOURCES DEPARTMENT, 5<sup>TH</sup> FLOOR, CLINICAL PATHOLOGY BUILDING, SEFAKO MAKGATHO HEALTH SCIENCES UNIVERSITY, MOLOTLEGI STREET, GARANKUWA, OR HUMAN RESOURCES DEPARTMENT, P. O. BOX 68, MEDUNSA, 0204.**

It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Failure to submit the requested documents/information will result in your application not being considered.

*Telephonic enquiries regarding conditions of service: (012) 521-3624*

**The Sefako Makgatho Health Sciences University is an Equal Opportunity and Affirmative Action Employer.**

Correspondence will be limited to short-listed candidates only. Applicants who have not been contacted within 30 days of the closing date must consider their applications as unsuccessful.

***The university reserves the right to make or not to make an appointment***