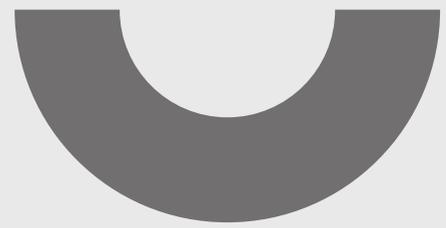![Moses Kotane Research Institute logo — Research · Innovation · Excellence]

EMPLOYMENT OPPORTUNITY

BUSINESS UNIT: FINANCE SERVICES UNIT

POST TITLE: INDEPENDENT CONTRACTOR-MANAGER:
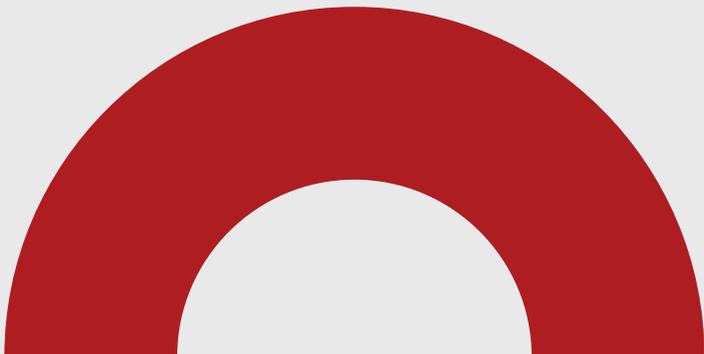**INFORMATION SYSTEM & TECHNOLOGY**

SALARY: EQUIVALENT TO DPSA LEVEL 12/1 EXCLUDING BENEFIT &
LESS APPLICABLE TAX DEDUCTIONS
(12 MONTHS RENEWABLE CONTRACT, PERFORMANCE
BASED RETAINER POSITION (PHYSICAL ATTENDANCE)

N.O OF POSTS: 1

CENTRE: DURBAN, MKRI OFFICE

REFERENCE: IC/ISTM- 01/2026

CLOSING DATE: 19 JANUARY 2026

Visit our website to apply

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www.moseskotaneinstitute.com

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INDEPENDENT CONTRACTOR-MANAGER: INFORMATION SYSTEM & TECHNOLOGY

REF: IC/ISTM- 01/2026

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N.O OF POSTS: 1
CENTRE: DURBAN, MKRI OFFICE
CLOSING DATE: 19 JANUARY 2026

BACKGROUND:

The Moses Kotane Research Institute (MKRI) is mandated to stimulate a sustainable provincial economy through research, development and innovation; and to strategically lead in innovation and maritime co-ordination and implementation activities to respond to the needs of the provincial economy. In order to fulfil its mandate, the Institute is looking to appoint an Independent Contractor-Manager: Information System and Technology to manage the operations of the IST unit in a manner that ensures the efficient, effective, and transparent implementation of information systems strategies, policies, and procedures. The role is critical in ensuring compliance with relevant IT legislation and promoting sound information security, and enabling the organisation to attract, develop, and retain a skilled and motivated unit.

REQUIREMENTS:

The ideal candidate must be in possession of Honour's Degree or equivalent (NQF 8) in IST or related qualification. Master's degree in related field & Registration with a recognized professional body will be added as an advantage. Must have minimum of 7 years relevant experience, of which 3 Years in an IST environment will be essential. (4 years of which must be in management within the public sector). Working knowledge of IT legislation, regulations and other relevant prescripts. Knowledge of IT policies, practices, and procedures, including performance management, cyber security, talent development and budget management. A valid driver's License.

ESSENTIAL KNOWLEDGE, SKILLS AND COMPETENCIES REQUIRED:

Successful Candidate must have knowledge and understanding of:

- Report writing.
- Excellent analytical, communication and leadership skills.
- Advanced proficiency in Information systems, Cyber security,
- T Policy development and MS Office applications

KEY RESPONSIBILITIES:

- The successful candidate will be required to:
- Manage the implementation of the sub-unit's strategic and operational plans
- Resource Support and Management (of IST unit)
- Employee development
- Management of sub-unit reports & develop and maintain stakeholder relationships
- Management of sub-unit budget & People Management
- Responsible for the safety and integrity of the systems within the organisation
- manage and oversee the entities IST and support services, including monitoring of the digital Centre IT infrastructure and to maintain a well-functioning and safe cyber environment.

DISQUALIFIERS:

A candidate with a Pending or Criminal Convictions cases /Pending or Disciplinary Records will be disqualified.

DIRECTIONS TO APPLICANTS:

Interested applicants are encouraged to apply by submitting their applications to: **recruitment@moseskotane.com.** The application must clearly state the position applied for and the corresponding reference number on the subject line must include a detailed copy of a CV, recently certified copies of (1) ID, (2) driver's license and (3) certified copies of relevant qualifications (not older than 6 months). Applicants are to ensure that they submit all required documentation stated above, as failure to do so may lead to disqualification of the application during the selection process.

For any technical queries contact the HR Administrator at **recruitment@moseskotane.com**. Candidates who have not heard from MKRI within 6 weeks from the closing date can consider their application unsuccessful. Applicants will be disqualified for any incorrect information supplied.

After the interviews and technical exercises, where applicable, candidates recommended for appointment will be taken through competency testing and verification processes. The Moses Kotane Research Institute is an equal opportunity, affirmative action employer and preference will be given to suitably qualified candidates from designated groups in terms of Employment Equity Act, 1998. The Institute reserves the right not to make these appointments.

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INDEPENDENT CONTRACTOR-MANAGER: INFORMATION SYSTEM & TECHNOLOGY

REF: IC/ISTM- 01/2026

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