**Closing date: 13/05/2022**

**How to apply:** send your applications to**: *cimerwa@cimerwa.rw***

**JOB PROFILE – CIMERWA Plc**

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| **JOB DETAILS** |
| **Job Title** | **IT Manager**  |
| **Location**  | **Kigali Office** |
| **Reports To**  | **Business Performance Manager (CIMERWA)** |

**KEY CUSTOMERS**

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| Internal Stakeholders | All Departments &, Management. |
| External Stakeholders | PPC Group, Board, and Auditors |

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| **ROLE OVERVIEW**  |
| * Primarily, the IT manager will be responsible for leading and strategizing IT & [digital transformation roadmap](https://www.planetcrust.com/what-are-the-steps-to-digital-transformation/) for Cimerwa. Being a core part of the business, they align teams with ascertaining business requirements and looking for technological capabilities inside the internal and group infrastructure. This way, they carry out a specific investigation to understand what the IT necessities of the workforce are.
* IT Manager is responsible for overseeing IT budget, personnel, and daily operation.
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| **REQUIRED QUALIFICATIONS** |
| * A degree in Computer Science or related discipline, plus any relevant professional qualifications.
* Experience leading and managing large IT projects and rolling out IT infrastructures across various technologies
* Rwandan by nationality
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| **EXPERIENCE & FUNCTIONAL COMPETENCIES** |
| * Minimum of 5 years’ experience in the proven working experience in complex systems design, programming and systems software and support
* Interest in artificial intelligence, data analytics, robotics process automation, etc would be considered an asset
* Knowledge and awareness of the local environment, culture, competition, and regulatory infrastructure
* Strong interpersonal skills and solution oriented
* Ability to work effectively within a group and across business functions
* Strong written and verbal critical reasoning competency
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| **KEY OUTPUTS** |
| 1. Set up and monitor IT and digitalisation road map
2. Lead key IT projects and process transformation initiatives
3. Ensure all systems are available and recoverable with no data loss
4. Ensure that the SLAs with users are always achieved
5. Synthesize and analyse information from various sources to identify trends, opportunities, and risks
6. To effectively establish and maintain hardware and software acquiring and maintenance plan, to ensure that systems & related technologies deployed support business requirements
7. Preparation and provision of daily business reports to the line manager as required
8. Work closely with IT group colleagues to develop synergies, understand group structures, etc
9. Other duties as may be allocated from time to time by the supervisor
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| **Values*** **We always do the right things:** We hold each other accountable and always act with integrity
* **Excellence in all we do:** We strive for excellence in all we do
* **Our people our strength:** We value all our people and recognise that each one of us
* **Passion:** We inspire each other with our positive attitude and energy as we strive to be the best
* **Customer Focused:** Our customers are at the heart of all we do and we exceed their expectations every time
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