



The AIDC Eastern Cape (AIDC-EC), a wholly owned company by ECDC, is the Province's institutional mechanism that is mandated to promote and facilitate the automotive industry growth and development by supporting the government's industrial policy and other strategic initiatives that will contribute towards the provincial economic growth. As a developmental institution, AIDC-EC has positioned itself to contribute to the growth of South African automotive industry; support government's automotive related objectives; contribute to the government and industry's goals of continuous growth and sustainable job creation; and support ECDC's macro development plan and consequently contribute to the provincial growth and development plans.

With the head office based in Gqeberha within the Nelson Mandela Bay economic hub and with a branch office in East London, AIDC-EC is working hard to establish a strong presence throughout the Eastern Cape Province. Considering the fast pace of globalisation and technology development, a challenging and rewarding opportunity has thus arisen for the following position:

SPECIALIST: DIGITAL SOLUTIONS DELIVERY

The AIDC EC aims to recruit a **SPECIALIST: DIGITAL SOLUTIONS DELIVERY** on a **5 year** fixed term contract. The successful candidate will report directly to the **Senior Manager: ICT Governance and Digital Services**

Purpose of Position:

To manage, implement, and maintain reliable and secure business applications that support core business capabilities. This role acts as a liaison between ICT and business units, providing technical, administrative, and operational support to ensure that solutions are delivered in alignment with business processes, priorities, and organisational needs.

KEY PERFORMANCE AREAS

- Lead the planning, execution, and delivery of projects as defined in the organisation's technology roadmap.
- Act as the project manager for ICT-related initiatives, ensuring that projects are delivered on time, within scope, and aligned with business needs.
- Work closely with business units to gather and analyse requirements for new and enhanced digital solutions.
- Define business priorities and develop functional specifications to ensure alignment between business objectives and ICT solutions.
- Liaise with technical teams and business stakeholders to ensure requirements are well understood and integrated into solution design and development
- Provide operational and technical support for business-critical applications, ensuring reliability and security.
- Investigate, and resolve issues or problems with applications, utilising processes to ensure efficient resolution
- Perform regular system maintenance tasks, updates, and enhancements to meet evolving business needs
- Coordinate and deliver user acceptance testing (UAT) during system implementation, ensuring that users are adequately trained and systems are adopted smoothly
- Facilitate "train-the-trainer" sessions for key users, empowering internal teams to support their departments
- Prepare ongoing and consistent reports to stakeholders, providing updates on support activities, system performance, and project progress.
- Monitor adherence to disaster recovery and business continuity procedures to ensure operational resilience.



SKILLS REQUIRED

- Indepth and up to date knowledge of relevant software, business applications and the latest ICT trends
- Extensive proficiency in IT operations and infrastructure
- Problems solving skills
- Adaptability, Flexibility and Resilience
- Communication (Both written and verbal)

PERSONAL ATTRIBUTES

- Results driven
- Proactive and Self-managed
- Growth mindset and ongoing learning
- Team player
- Relationship/Stakeholder management

QUALIFICATIONS & EXPERIENCE REQUIREMENTS

Relevant tertiary qualification (A minimum of a National Diploma or Bachelor's degree in the ICT field) and relevant Business analysis or Project Management or equivalent certification.

Must have at least 3 years of relevant experience in the ICT field managing and supporting business applications.

If you are interested in this position and have the relevant experience and expertise, please forward your comprehensive CV, certified copies of academic qualifications and certified copy of ID and contactable references to recruitment@aidcec.co.za

Please note that correspondence and communication will only be conducted with short listed candidates and preference will be given to people with disabilities, women and previously disadvantaged individuals to promote Employment Equity within the company.

If you have not been contacted within eight weeks after the date of the advertisement, please regard your application as unsuccessful.

CLOSING DATE: 8th APRIL 2025