



MEATCO

Namibia

VACANCY

ASSISTANT MANAGER: ENTERPRISE SYSTEMS

JOB GRADE: D1

LOCATION: WINDHOEK

Purpose of the Job

To manage the Enterprise Systems and System Development section within the IT Department, ensuring that the organisation's information systems operate efficiently and effectively in support of its strategic objectives.

Qualifications & Experience

- Bachelor's Degree in Information Systems, Information Technology or Computer Science
- Five years of proven experience in Management of Enterprise Systems or Information Systems, Management of Software Projects and Business Analysis.
- Analyses and documentation of business processes that cross boundaries within the enterprise.
- Able to manage software projects.
- Understanding of IT Governance.

Key Performance Areas

- Identify tasks needed for the upkeep of the enterprise systems and support of users in the organisation.
- Evaluate performance of enterprise systems on a regular basis.
- Develop metrics that can demonstrate the availability of enterprise systems and compile regular reports. Including data warehousing and BI reporting
- Liaise with system vendors to keep track of current versions of enterprise system.
- Initiate projects to implement the necessary upgrades of enterprise systems.
- Oversee the execution of approved projects to ensure successful implementation.
- Assess the extent of manual processes within the organisation and evaluate opportunities for effective automation.
- Identify viable solutions and prepare the necessary proposals or business cases for presentation to the affected stakeholders.
- Ensure that the licensing quantities for enterprise systems are aligned with the organisation's operational requirements.

Please note that only short-listed applicants will be contacted. Suitable candidates from designated groups are encouraged to apply.

Please Submit Your CV and supporting documents to:
erecruitment@meatco.com.na

CLOSING DATE

03 AUGUST 2025