

INTERNAL VACANCY

Position: Datacenter Project Office (DCPMO) Manager

Vacancy Status: Open

Reference Number: 27_2025

SUMMARY OF POSITION

The DCPMO Dept Manager will be responsible for leading and managing daily operations to achieve business goals and maximize profitability. As DCPMO Dept Manager your duties also include guiding management staff in the DCPMO Dept and Draughting office, setting performance objectives, evaluating and optimizing operational performance, ensuring regulatory and company standards are upheld and preparing operations and financial reports. The DCPMO Dept Manager will be the Program Manager for the Data Centre Project Managers reporting to DCPMO Dept. The DCPMO Dept Manager will also be Business Developer and Data Centre Sales lead and is responsible for building a market position by locating, developing, defining, negotiating, and closing business relationships. The DCPMO Dept Manager is responsible for fostering a positive environment and ensuring customer satisfaction as well as running the Department in a professional manner. He/she must have a hands-on approach and will be committed to the expansion and success of the business by implementing strategies that increase productivity and enable sales targets achievement.

In addition, the DCPMO Dept Manager will be involved in the Bid Management processes. The purpose of this position is not to build Bids and Tenders, day in and day out, but rather the person assisting the bid process from a technical and commercial perspective ensuring that all stakeholders deliver their portions of work on time to successfully compile/prepare the bid. Bids will be subject to a Bid Evaluation Team consisting of the Bid Manager, Sales Manager, PMO Executive, Relevant Regional Executive, and Management Executive that will use the Bid Pre-Qualification Questionnaire to evaluate if the Bid is indeed viable for our organisation. The DCPMO Dept Manager will drive the continuous improvement program to find new and creative ways of delivering winning submissions to clients, maximizing the benefits of industry best practices.

- **Location:** Johannesburg
- **Line Manager:** Divisional Executive
- **Status:** Permanent
- **Educational Requirements:** Minimum of Grade 12 or equivalent

ROLES & RESPONSIBILITIES

Operations

- Oversee the operations of the Department by developing and maintaining the Department operation that increases sales, profitability, market share and customer and employee satisfaction
- Planning, evaluating, and optimizing operations to be efficient and cost-effective.
- Direct all operational aspects of the Department to include procurement and warehouse operations, customer service, human resources, administration and sales in a manner that supports reaching the profitability goals
- Participate actively in community, business and industry organisations to build a network of contacts that improve the presence and reputation of the Department and Company in the local area
- Providing direction and guidance to Subordinates and Team Members.
- Ensure service delivery is at its best at all times
- Ensure the safekeeping Company assets, including structures, equipment, inventory and cash
- Solicit feedback from subordinates, peers, and other team members with the goal of personal or operational improvement
- Manage the Dept honestly, follow high ethical standards, and comply with all government and Company regulations
- Achieving profitability goals and objectives of the Dept

CONNECTING BUSINESS TO PURPOSE

ASI Connect ICS (Pty) Ltd | Reg No: 2004/010506/07

BRANCHES: Midrand, Cape Town, Durban, East London, Kathu, Middelburg, Port Elizabeth, Richards Bay, Rustenburg, Secunda, Vereeniging.

DIRECTORS: MJ Monakali, C Booysen, HM de Vries and A Govender (Non-Executive)



- Enforcing and maintaining personnel policy
- Communicate with other Branches and Senior Managers by sharing information and business opportunities
- Increasing personal knowledge and expertise in business and appropriate technology
- Follow Company policies and procedures
- Maintain proficiency in computerised systems and other technologies as required

Division Financials

- Analyse and evaluation of activities, costs, operations, budgets and forecast data to determine Dept progress towards stated goals and objectives
- Develop sales and expense budget for the Department operations (Budget planning)
- Co-operate fully with Credit department in extending and enforcing credit policy

Customer Relations

- Ensure that all handover documents are completed to project Company standards, and delivered to the client within a reasonable time frame after completion for project closure
- Meeting clients, site visits and site quality control
- Contact contractors/developers etc. in pursuit of business
- Successfully resolve customer issues timely and professionally, provide customer assistance as needed
- Maintain positive attitude towards customers and associates by being friendly and courteous
- Maintain contact and friendly relationships with customers and suppliers, building a favourable Company image
- Provide quotes for clients
- Stay abreast of competing markets, development, building, etc. in the community and surrounding areas

Coordination and Project / Program Planning

- Meet with existing and potential Clients
- Quote on projects (including internal costings)
- Develop a detailed project plan to track progress
- Manage Implementation Processes ensuring effective Quality assurance and the overall integrity of the programme - focusing inwardly on the internal consistency of the programme, and outwardly on its coherence with infrastructure planning, interfaces with other programmes and corporate, technical and specialist standards
- Ensure all projects are delivered on time, within scope and within budget.
- Managing third party contributions to the program.
- Processing claims during the projects
- Ensure that all areas of work performance are properly staffed and directed and in accordance with the Quality Management System
- Report and escalate deviations in budgets, plans, etc. to Senior Management

Stock Management

- Ensure availability of Material and Supply Chain.
- Coordinate resources for timely and flawless execution of projects

Business Development

- Identifies trendsetter ideas by researching industry and related events, publications, and announcements; tracking individual contributors and their accomplishments.
- Locates or proposes potential business deals by contacting potential partners; discovering and exploring opportunities.

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- Screens potential business deals by analysing market strategies, deal requirements, potential, and financials; evaluating options; resolving internal priorities; recommending equity investments.
- Develops negotiating strategies and positions by studying integration of new venture with company strategies and operations; examining risks and potentials; estimating partners' needs and goals.
- Closes new business deals by coordinating requirements; developing and negotiating contracts; integrating contract requirements with business operations.
- Writing proposals and presenting them to Senior Management.
- Generate new leads with the aim of creating more sales.
- Schedule appointments, prepare and deliver presentation to possible Clients
- Follow-up on all Sales activities.
- Work closely with designated sales team to strategize more effective sales methods.

Employee Relations

- Recruiting, training, and supporting team members as well as conducting regular performance appraisals.
- Provide training, coaching, development and motivation to bring out the best in each team member
- Ensure the safety of all employees, seeing that Safety rules are followed, hazardous conditions are corrected, and equipment and vehicles are properly maintained
- Take prompt corrective action as needed
- Take on the responsibility for the orientation of all new employees
- Promote an environment of empowerment, respect, and trust while holding team members accountable for their actions
- Recommend desirable changes in the policies and goals of the Department
- Create an environment where the values of the organisation is adhered to and celebrated

Any other reasonable duties and responsibilities in line with your capabilities and at the request of your Superior.

JOB REQUIREMENTS

- Minimum of 3 year degree /Diploma or equivalent
- A Project Management qualification required, PMI certification would be an advantage
- A business Degree or Diploma would be advantageous
- Minimum of 6 - 8 years' experience in a Senior Management position
- Minimum of 5 years' experience in sales
- Minimum 5 Years' experience in costing, administration and financial functions
- Must have a good understanding of an operations profitability and what affects it
- Strong managerial, leadership and conflict management skills
- Must be proficient in MS Office
- Must be goal orientated to achieve strategic objectives of the Company
- Must have excellent planning skills
- Must have a valid driver's licence and own vehicle
- Excellent verbal and written communication skills in English and Afrikaans
- Must have working knowledge of telecommunications
- Must have strong technical and product knowledge
- Must be willing to travel and work overtime
- Must have a valid passport
- Valid driver's licence and own vehicle essential

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BEHAVIOURAL REQUIREMENTS

- Must be able to motivate and bring out the best in the employees
- Must be unbiased and objective in the management and advancement of staff
- Must be able to work independently as well as in a team
- Must be able to adapt new strategies to react to changing business trends
- Must consistently maintain a high level of integrity, honesty and reliability
- Must have exceptional attention to detail, be results and detail driven, and goal orientated
- Must have excellent organisational, planning, multitasking and administrative skills
- Must be able to prioritise jobs, perform under pressure and meet deadlines
- Must be logical, methodical and proficient
- Must be able to follow instructions
- Must be able to manage time efficiently and effectively
- Must be willing to take on new responsibilities and challenges
- Must have exceptional Customer service skills
- Must be dressed professionally at all times
- Must conduct him/herself in the appropriate manner and show respect towards the Company, Clients, Suppliers, Contractors and fellow employees
- Must have excellent interpersonal and communication skills

HOW TO APPLY

Send CV and relevant qualifications to: **recruit@asiconnect.co.za** with **DCPMO Manager** in the subject line.

Should you not receive any correspondence within 2 weeks of the closing date, please consider your application unsuccessful. Shortlisted candidates will be contacted prior to the interview date and be informed of all the documentation they will have to forward or bring with to the interview.

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