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## ICT/MIS Contract Manager

**Location: Hybrid: Plymouth, Remote (working across the South West), Home**

**Hours: Full Time**

**Contract: Permanent**

**Salary: Up to £37,856**

CSW Group are passionate about developing and supporting our people to realise their ambitions and achieve their own, their team and the Company goals.

With a progressive attitude and desire to develop towards our future, we have an opportunity available to join the company within a new role as the ICT/MIS Contract Manager.

You would have responsibility to lead and line manage the Management Information Systems team; champion and develop the role of ICT and digital technologies in the provision and delivery of contracts and services; deputise for the Information Systems Relationship Manager; manage and develop the provision of Management Information Systems and databases; work with the team to develop database systems that are capable of producing contractual and statistical information required for needs including by the DfE, Local Authorities, UKSPF, auditors and inspectors, company managers and service delivery colleagues; develop and manage the provision of the company telephony system; and maintain the confidentiality, integrity, and availability of the data held on the Company Management Information databases.

Reporting to the Information Systems Relationship Manager you will work collaboratively with an outstanding and experienced team. You will be integral to the development, integration and progression of MI and ICT technology across the company line managing a team of five.

You will have a minimum of one years' line management experience directly within MI or ICT and will need demonstrable analytical skills, experience of SQL and data analysis, and experience of the development of digital technology.

You will be a strong communicator with excellent written and oral communication skills and be confident in report writing with a high level understanding of the technical aspects of complex ICT. You will additionally have experience of developing effective management information systems.

You will know how to motivate and lead a team of talented professionals within a multi faceted work role and will be resilient and adaptable with excellent organisational and time management skills.

We value our team and encourage them to develop their skills whilst enjoying work, knowing that they are making a real and positive contribution to society.

We are offering a salary of up to £37,856 plus attractive additional benefits including:

- 25 days annual leave plus all bank holidays
- 3 additional company 'thanks holidays' (normally around Christmas time)
- Additional Paid Birthday Leave and Charity/Community volunteering day
- Company provided Healthcare Scheme
- Generous employer contribution Pension Scheme
- Cycle to Work scheme

All within a flexible blended working approach, you will work from the Plymouth office, across the South West when required, and from home.

If this sounds like the role for you then we are looking forward to receiving your application.

For an informal chat about the role, please contact Nik Dunn on 07786 190212

**We will not be recruiting to this post through agencies at this time.**

To apply for this position an application pack is available to download [here](#)

Alternatively, please e-mail [recruitment@cswgroup.co.uk](mailto:recruitment@cswgroup.co.uk)

Details will be made available in alternative formats upon request

**Vacancy reference: 2015**

**Closing date: 19<sup>th</sup> September 2023**

**Interview date: 25<sup>th</sup> September 2023**

Through its work CSW Group actively safeguard and promote the welfare of young people and vulnerable adults and all employees and volunteers and others working on behalf of the company are required to share this commitment. Successful individuals will be required to undergo full vetting checks including an enhanced disclosure by the Disclosure and Barring Service.

We are an equal opportunities employer and positively encourage applications from suitably qualified candidates regardless of gender, race, age, disability, sexual orientation, religion or belief.