



## VACANCY

<b>REFERENCE NR</b>	:	<b>HOD_PO_02_21</b>
<b>JOB TITLE</b>	:	<b>HOD Planning and Organising</b>
<b>JOB LEVEL</b>	:	<b>E2</b>
<b>SALARY</b>	:	<b>R 1 339 003 - R 2 008 505</b>
<b>REPORT TO</b>	:	<b>Executive Applications Development and Maintenance</b>
<b>DIVISION</b>	:	<b>ADM: Exec Apps Development &amp; Maintain</b>
<b>DEPT</b>	:	<b>Exec: Application Development &amp; Maintenance</b>
<b>LOCATION</b>	:	<b>SITA Centurion</b>
<b>POSITION STATUS</b>	:	<b>5-years Fixed Term Contract</b>

### Purpose of the job

To drive the development, implementation and enforcement of ICT best practice standards, Systems Engineering architecture practices, governance practices, and ensuring compliance within ADM to deliver effective and reliable systems, including leading and managing the risk, quality and progress of projects to ensure that they are delivered on time, on budget, to quality standards and within the agreed scope.

### Key Responsibility Areas

- Lead the development and implementation of the Department's strategy and roadmap;
- Manage ADM Governance (Reporting, Performance, Risk, Audit, Compliance, IKM, Bid Spec, Invoicing);
- Ensure effective and efficient ADM business request and requirements Management;
- Lead the ADM architecture and engineering services;
- Set the long-term vision and strategy for ADM's products and communicate this strategy to all of the relevant participants and stakeholders;
- Ensure effective and efficient ADM program management;
- Financial and business management; and
- Human Capital Management.

### Qualifications and Experience

**Required Qualification:** A Bachelor's Degree in Software Engineering/ Computer Science /Information Technology or relevant qualification equivalent to NQF Level 7.

**Preferred Qualification:** A post graduate qualification in Software Engineering/ Computer Science /Information Technology or relevant equivalent NQF Level 8.

Certifications: Architectural certification / ITIL v3 Foundation/ CoBIT 5 Foundation/ IT Project Management

**Experience:** 8 + years of ICT experience with IT Operations or Systems / Solution Development and implementation with 5 years as a Senior Manager with strategic leadership in a management role in a similar setting. Experience should include:

Overseeing large-scale information technology projects driven and delivered using service-oriented design approach (e.g. Service Oriented Architecture and Micro-services Architecture) ICT Application Development experience with a sound understanding of the underpinning architectural principles, technologies,

and methodologies CobIT foundations, formal project management and ITIL certification Managing departmental budgets and overall departmental financials IT contracts and vendor management experience Exposure/experience with a wide variety of productivity and business software Experience in leading strategic decisions of technology, definition, and implementation of software products Experience in managing strategic change in a dynamic operating environment Experience in risk, audit, and compliance management leveraging framework.

### Technical Competencies Description

Technology product management Business Process Management Systems Engineering Architecture Different "XaaS" Cloud Computing Service Models (e.g. IaaS, PaaS, SaaS) Data Science, Artificial Intelligence, Robotics, Machine Learning, Internet of Things ICT Governance strategy, policies and procedures and Risk Management Industry standards, best practices and trends in the discipline Broad knowledge of the whole ICT spectrum Understanding of technology, strategy and innovation. IT and Service Management Frameworks (ITIL, CoBIT) IT Platforms, Models and Frameworks Expertise in contract negotiation procedures. ICT security Virtualisation and Solution Containerisation concepts Agile Delivery and DevOps automation ICT Governance and Compliance Deep understanding of architecture, design, delivery and compliance Knowledge and understanding of PFMA and procurement procedures in Government. Understanding of commercial contracts, service level agreements and KPIs Understanding and application of appropriate ICT risk models Strong understanding of technology audit control requirements.

**Skills:** Business Continuity; Business Writing; Human Capital Management; IT Project Management; Project/Programme Management; Research & Innovation; IT Risk Management; Vendor/Supplier Management; and Corporate Governance.

**Leadership Competencies:** Customer Experience; Collaboration; Communicating and Influencing; Honesty, Integrity and Fairness; Outcomes driven; Innovation; Planning and Organising; Creative; Problem Solving; Bimodal IT Practice; Managing People and Driving Performance; Decision-making; Responding to Change and Pressure; Strategic Thinking.

**Interpersonal/behavioural competencies:** Active listening; Attention to Detail; Analytical thinking; Continuous Learning; Disciplined; and Empathy.

### Other Special Requirements

N/A.

### How to apply

Internal candidates must apply using this email address: [Masego.internalrecruitment@sita.co.za](mailto:Masego.internalrecruitment@sita.co.za)

External candidates must apply using this email address: [Masego.recruitment@sita.co.za](mailto:Masego.recruitment@sita.co.za)

**Closing Date: 02 March 2021**

### Disclaimer

SITA is Employment Equity employer and this position will be filled based on Employment Equity Plan. Correspondence will be limited to short listed candidates only.

- If you do not hear from us within two months of the closing date, please regard your application as unsuccessful.
- Applications received after the closing date will not be considered. Please clearly indicate the reference number of the position you are applying for.
- It is the applicant`s responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA).
- Only candidates who meet the requirements should apply.
- SITA reserves a right not to make an appointment.

- Appointment is subject to getting a positive security clearance, the signing of a balance score card contract, verification of the applicants' documents (Qualifications), and reference checking.
- Correspondence will be entered to with shortlisted candidates only.
- CV`s from Recruitment Agencies will not be accepted
- CV's sent to incorrect email address will not be considered