



## VACANCY

<b>REFERENCE NR</b>	:	<b>VAC03702</b>
<b>JOB TITLE</b>	:	<b>Project Manager</b>
<b>JOB LEVEL</b>	:	<b>D1</b>
<b>SALARY</b>	:	<b>R 501 545 - R 835 908</b>
<b>REPORT TO</b>	:	<b>Senior Project Manager</b>
<b>DIVISION</b>	:	<b>Provincial and Local Consulting</b>
<b>DEPT</b>	:	<b>Costal Region (Eastern Cape, Northern Cape &amp; Western Cape)</b>
<b>LOCATION</b>	:	<b>SITA Western Cape</b>
<b>POSITION STATUS</b>	:	<b>Permanent (Internal &amp; External)</b>

### Purpose of the job

To manage SITA internal/external project(s) following the SITA project management methodology, within a defined service/product/customer portfolio under the supervision of a Programme Manager/PMO Manager/Line Manager.

### Key Responsibility Areas

- INITIATION PROJECT - Effectively applies project management principles to Initiate and Plan the project;
- MANAGE PRODUCT DELIVERY - Manage product delivery to ensure successful delivery of the project;
- PROJECT CONTROL - Monitor and Control project activities to ensure successful delivery of the project objectives within budget, scope, time and quality according to plan;
- PROJECT CONTROL-FINANCE - Consolidate, Monitor and control Project costs and revenue to ensure delivery of the Project within budget and profitability guidelines;
- PROJECT CONTROL-RISK - Monitor and Control project risks and issues; and
- PROJECT CLOSURE - Close Project according to company policy.

### Qualifications and Experience

**Required Qualification:** 3 Year National Higher Diploma / National First Degree in Business Management/ Project management / Information Technology/ Computer Science or equivalent (NQF7). Project Management Professional (PMP) and/or Prince 2 Practitioner Certification and/or Agile PM Practitioner

**Experience:** A minimum of 5 – 6 years working experience, including:

- At least 3 years Project management experience
- At least 3 years working experience in an IT environment and
- At least 3 years in public sector IT environment.

### Technical Competencies Description

**Knowledge of:** Public sector / Government organization; Information Technology management; ICT Services; System Engineering methods and Governance; Project Management Office (PMO) Management; Project management methodologies (PMBOK, Agile PM and Prince 2); PPM Governance. Computer Literacy: SITA Business

Planning system (BPS), Oracle ERP; Project Schedule Management (PSM); Oracle Time & Labour (OTL); MS Office; MS Projects.

**Skills:** Architecture; Business Analysis; Business Writing; Customer Relationship Management; Financial Accounting;

General Administration; Human Capital Management; IT Project Management; Management Accounting; Product & Service Lifecycle Management.

**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; and Strategic Thinking.

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

### Other Special Requirements

N/A.

### How to apply

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

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

**Closing Date: 05 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