



## VACANCY RE ADVERTISEMENT

REFERENCE NR	:	VAC00068
JOB TITLE	:	Specialist: ETDP (E-learning - design, develop and deploy)
JOB LEVEL	:	C5
SALARY	:	R 455 638 – R 683 457
REPORT TO	:	Consultant: ETDP
DIVISION	:	Application Development and Maintenance
DEPT	:	IFASS: Application Training
LOCATION	:	SITA Centurion
POSITION STATUS	:	Permanent (Internal & External)

### Purpose of the job

To deliver a total e-learning training service according to the training development cycle and best practices.

### Key Responsibility Areas

Design, develop and maintain learning material and e-learning solutions. Deploy and implement an e-learning solution. Knowledge transfer. Adhere to national legislation, company policy & regulations and SLA. System testing. Identify service risks. Project involvement.

### Qualifications and Experience

**Minimum:** 3-year Diploma / Degree in Education / NQF level 6 plus ETDP related qualification. And Assessor and Moderator certification.

**Experience:** 3 - 5 years' experience in an ICT and Training environment. Experience in creating, maintaining and quality reviewing documentation such as standard operating procedures and training material, including e-learning solutions Experience in an ICT training environment within the corporate/public sector, including: Conducting training analysis Designing, developing and maintaining training material Present courses. Quality review training materials and other documentation. Demonstrated project management competency. Experience in system testing in application training environment

### Technical Competencies Description

**Knowledge of:** IT/IS application training environment and training cycle Client's business culture, processes, policies and procedures Various training methodologies and technologies Current training legislation Training quality standards E-learning authoring tools Technical components of eLearning. Skills: Implementation Management.

**Interpersonal/behavioural competencies:** Attention to Detail, Analytical thinking, Continuous Learning, Disciplined, Resilience.

### Other Special Requirements

N/A.

## How to apply

Kindly send you CV to: [Puleng.recruitment@sita.co.za](mailto:Puleng.recruitment@sita.co.za)

**Closing Date: 19 October 2021**

## Disclaimer

SITA is an Employment Equity employer and this position will be filled based on Employment Equity Plan. Correspondence will be limited to short listed candidates only. Preference will be given to members of designated groups.

- 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 considered.
- CV's sent to incorrect email address will not be considered