



## VACANCY

<b>REFERENCE NR</b>	<b>:</b>	<b>Snr. PM_WC_2018</b>
<b>JOB TITLE</b>	<b>:</b>	<b>Senior Project Manager X1</b>
<b>JOB LEVEL</b>	<b>:</b>	<b>D3</b>
<b>SALARY</b>	<b>:</b>	<b>R 555 201 – R 925 335</b>
<b>REPORT TO</b>	<b>:</b>	<b>Programme Manager</b>
<b>DIVISION</b>	<b>:</b>	<b>SMS Western Cape</b>
<b>Department</b>	<b>:</b>	<b>Western Cape: Provincial and Local Consulting</b>
<b>LOCATION</b>	<b>:</b>	<b>Cape Town</b>
<b>POSITION STATUS</b>	<b>:</b>	<b>Permanent (Internal/External)</b>

### Purpose of the job

To manage large complex SITA internal/external project(s) using the SITA project management methodology and frameworks, within a defined service/product/customer portfolio.

### Key Responsibility Areas

Facilitate the initiating a project process;  
Manage the completion of the project's products according to the approved SITA way project management method and templates and domain specific methodologies as applicable;  
Control project stages to ensure the project stays within acceptable tolerance levels for scope, time, cost and quality; and  
Close Project according to company policy. Manage EPMO staff as per SITA policies.  
Keep track and manage budgets, and further report to different line business managers.

### Qualifications and Experience

**Minimum:** Degree or National Diploma in Business Management/ Project management / Information Technology/ Computer Science or equivalent.

**Experience:** A minimum of **7 - 8** years working experience in a leadership role in a project management environment, which should include:

- At least 4 – 6 years proven project management experience on moderately complex projects
- At least 5 – 8 years working experience in an IT environment.
- At least 3 – 4 years working experience in the Corporate IT environment
- At least 3-4 years of having led a team and managed.

### Technical Competencies Description

**Knowledge of:** Public sector / Government organization; Information Technology management; ICT Services; System Engineering methods and Governance (Preferably ISO 12207 based)

**Skills:** Project management skills; Business/Service Analysis skills; Configuration management skills; Project /Program Planning skills; Financial Management skills; Scope Management skills; Time Management skills; Quality Management skills; Risk and Issue Management skills; Procurement Management skills; Integration Management skills; Human Resource Management skills; Communication Management skills; Report Writing skills; Business Case Management skills; Policy Review and Implementation skills; Policy Development skills; Research and Innovation skills; Performance Measurement and Analysis skills; Resource optimization skills; and MS Office Computer Literacy.

## **Other Special Requirements**

- The incumbent will be required to consult and interact with relevant Government Officials and Executive Management.
- Experience with project management software and related toolsets.

## **How to apply**

Kindly send your CV to [wcrecruitment@sita.co.za](mailto:wcrecruitment@sita.co.za)

## **Closing Date: 08 November 2018**

## **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.**