



## VACANCY

REFERENCE NR	:	VAC05991
JOB TITLE	:	Specialist: Organisational Change Management
JOB LEVEL	:	C5
SALARY	:	R 241 094 - R 401 823
REPORT TO	:	Consultant: Organisational Change Management
DIVISION	:	ADM: Exec Apps Development & Maintenance
DEPT	:	ADM IFASS: Solution Implementation and Migration Services
LOCATION	:	SITA Centurion
POSITION STATUS	:	Permanent (Internal & External)

### Purpose of the job

To facilitate/support the implementation of the IT change management strategies and plans (People, Process, Technology) to enable change adoption to deliver sustainable business results.

### Key Responsibility Areas

- Conduct Stakeholder Management initiatives to maintain strategic relationship with leadership; project teams and customers;
- Develop and implement project communication using appropriate communication channels and material to ensure effective communication results;
- Formulate and facilitate change-enablement structures;
- Conduct Organisational Alignment assessments; and
- Conduct Leadership Alignment sessions to ensure buy-in for the project.

### Qualifications and Experience

**Minimum:** National Diploma/Degree in Organisational Development or Human Resource Management or related discipline e.g. (Public Management).

Change Management (Prosci) Certification with recognised bodies or Industry. SA Board of People Practices will be an added advantage.

**Experience:** 3 - 5 years' experience as a specialist within Organisational Design and Development in a Corporate/Public Sector Organisation and must include direct involvement in the execution of at least three large-scale ERP Change Management initiatives. Advanced Computer/system skills; Report writing; Change Management Principles, Methodologies and Tools; People Management; and Project Management.

### Technical Competencies Description

**Knowledge of:** change management principles, methodologies/best practices and tools Basic project management skills and understanding Good communication skills, both written and verbal Stress and conflict management Analytical/Situation Analysis Problem Solving Relationship building and maintenance (Internal and External) Report and professional document writing Presentation Skills Coaching.

Technical competencies: Implementation Management; and IT Project Management. Behavioural competency: Active listening Attention to Detail Analytical thinking Continuous Learning Disciplined Empathy; Inclusivity; Resilience; and Stress Management.

#### **Other Special Requirements**

N/A

#### **How to apply**

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

#### **Closing Date: 18 February 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