



VACANCY

REFERENCE NR	:	VAC00459
JOB TITLE	:	Consultant Performance Management
JOB LEVEL	:	D2
SALARY	:	R 620 597 - R 930 895
REPORT TO	:	Lead Consultant: Total Rewards
DIVISION	:	Human Capital Management
DEPT	:	Centre of Excellence: Total Rewards
LOCATION	:	SITA Erasmuskloof
POSITION STATUS	:	Permanent (Internal & External)

Purpose of the job

To manage and coordinate the organisation-wide performance management system ensuring that all the activities, outputs and outcomes meet SITA's strategic objectives in an effective and efficient manner. This role-player shall execute on managing the performance of the whole organisation value chain from corporate to division to individual employees through the development and implementation of sound policies and procedures necessary to advance performance in alignment with business the objectives of the Company.

Key Responsibility Areas

- Ensure implementation of Individual Performance Management is in alignment with corporate strategic objectives and ensures compliance with established parameters and timelines; prepares guidelines and business rules, analyzes programme results, and prepares reports and recommendations.
- Monitoring and evaluation of Individual Performance policies, standards and procedures in order to continuously improve on Integrated Performance management.
- Co-ordinate Individual Performance improvement process in order to ensure Individual Performance Improvement.
- Co-ordinate the Moderation processes to ensure alignment to the corporate Bell Curve.
- Conduct and design organisational training to ensure improvement and capacity building on Individual Performance Management.

Qualifications and Experience

Minimum: 3-year National Diploma /Degree in Human Resources or Social Sciences, at least NQF Level 6.

Experience: 6-7 years practical experience in Performance Management, including experience as a specialist in a large corporate/public sector organisation.

Technical Competencies Description

Knowledge of: Change agent; Understand and knows all HR principles and practices; Knowledge of the relevant legislation e.g. EE, LRA, SDA; Organisational knowledge; Performance Management; Strategy Management; Diversity interaction; Adding value through people development; Business /culture awareness; Agile methodology; Data driven performance measurement and monitoring; Collaboration with HCM Business Partners.

Other Special Requirements

N/A

How to apply

To apply please log onto the e-Government Portal: **www.eservices.gov.za** and follow the following process;

1. Register using your ID and personal information;
2. Use received one-time pin to complete the registration;
3. Log in using your username and password;
4. Click on "Employment & Labour";
5. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs;

Or, if candidate has registered on eservices portal, access www.eservices.gov.za, then follow the below steps:

1. Click on "Employment & Labour";
2. Click on "Recruitment Citizen"
3. Login using your username and password
4. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs

For queries/support egovsupport@sita.co.za or call 080 1414 882

CV`s sent to the above email addresses will not be considered

Closing Date: 11 August 2023

Disclaimer

SITA is an Employment Equity employer and this position will be filled based on the Employment Equity Plan. Correspondence will be limited to shortlisted 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 the right not to make an appointment.
- The appointment is subject to getting a positive security clearance, the signing of a balance scorecard 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.