



## VACANCY

REFERENCE NR	:	VAC01029/22 – 1030/22
JOB TITLE	:	Lead Consultant Commercial Proposal Development X2
JOB LEVEL	:	D3
SALARY	:	R 724 276 – R 1 086 415
REPORT TO	:	Senior Manager: Commercial Proposal Development
DIVISION	:	Service Management
DEPT	:	Products, Services and Solutions
LOCATION	:	SITA Erasmuskloof
POSITION STATUS	:	Permanent (Internal & External)

### Purpose of the job

To develop proposals for customer products, services and solutions to meet the business requirements in collaboration with other SITA Lines of Business and functions including Architectural designs, product packaging as well as costing and pricing.

### Key Responsibility Areas

- Implement the Commercial Proposal Development process in accordance with SITA Policy framework
- Adhere to Architectural and Governance mechanisms for the Business Requirements
- Analyse and interpret the requirements for specific client demand in consultation with Business Units (catalogued and non- catalogued services) in line with SITA Service Catalogue, including the compilation of proposals
- Support, implement and ensure adherence and compliance to the Commercial Proposal Development methodologies and regulations and standard
- Monitor, measure and improve Client Proposal service delivery
- Manage and empower personnel
- Provide inputs to the budgeting process and planning and monitor/control the budget so that the expenditure is within the approved Budget.

### Qualifications and Experience

**Minimum:** 3-year National Diploma or B Degree in Business Management, Project management, Information Technology or Computer Science.

**Experience:** 7 – 8 years working experience in the business management, product management life cycle, people management including 4 - 6 years working experience in a Proposal Development environment.

### Technical Competencies Description

**Knowledge & Skills:** Business Management. Policy, framework and process development and implementation. ICT Service Delivery. Quality Assurance processes and standards. Customer service management. Government Information Management. Business Assessment. Information Technology management. ICT Service's Project Management methodology. Project Management Lifecycle. Product Life Cycle Management. Costing and Pricing

Principles. Application Development, Application Maintenance and Support, IT Project Management, Vendor/Supplier Management.

#### **Other Special Requirements**

N/A.

#### **How to apply**

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

**Closing Date: 05 November 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