



VACANCY - 2118

REFERENCE NR	:	VAC01121
JOB TITLE	:	Practitioner: ETDP
JOB LEVEL	:	C2
SALARY	:	R 300 971 – R 451 457
REPORT TO	:	Consultant: ETDP
DIVISION	:	ADM: Exec Apps Development & Maintain
DEPT	:	Application Training
LOCATION	:	SITA Erasmuskloof
POSITION STATUS	:	Permanent (Internal & External)

Purpose of the job

To present training courses and maintain training material.

Key Responsibility Areas

- Maintain training material
- Facilitate learning by using a variety of methodologies.
- Pre-Training administration.
- Post training Admin.

Qualifications and Experience

Minimum: 1 - 2-year National Certificate in ETDP/ NQF level 5 or accredited specialised courses Plus Assessor training.

Experience: 2 - 3 years' experience in an ICT and Training environment. Experience in conducting ICT training, maintaining training material and in e-learning development.

Technical Competencies Description

Knowledge of the IT/IS application training environment and training cycle. Knowledge of digital training solutions. Knowledge of general procedures for office management. An understanding of the client's business. Knowledge of the various training methodologies. Knowledge of SAQA/NQF training requirements. The incumbent will be required to consult and interact with relevant Government Officials, standards generating bodies, accreditation and certification bodies.

Other Special Requirements

This job requires travelling throughout the country.

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 contact egovsupport@sita.co.za **OR call 080 1414 882**

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

Closing Date: 04 February 2025

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.
- Appointment is subject to getting a positive security clearance, the signing of a balance score card contract, verification of the applicant`s documents (Qualifications), and reference checking.
- Correspondence will be entered to with shortlisted candidates only.
- CV`s from Recruitment Agencies will not be considered.