



VACANCY - 2250

RE ADVERTISEMENT

REFERENCE NR	:	VAC00607/23 (RE 02)
JOB TITLE	:	Project Manager Facilities
JOB LEVEL	:	D1
SALARY	:	R 558 347 – R 837 521
REPORT TO	:	Manager: Technical and Maintenance Services
DIVISION	:	Human Capital Management
DEPT	:	Facilities Management and Physical Security
LOCATION	:	SITA Erasmuskloof
POSITION STATUS	:	Permanent (Internal & External)

Purpose of the job

To identify, implement and manage SITA's facilities and buildings new and upgrade projects using the SITA project management methodology and frameworks.

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
- Close Project according to company policy

Qualifications and Experience

Minimum: B.Tech. Construction, BSc. Construction Management, Engineering (Building, Civil, Mechanical or Electrical). Professional Registration with recognized Project Management or Engineering Association will be advantageous.

Experience: A minimum of 5 – 6 years working experience as a project manager in the Facilities and Property Management Environment.

Technical Competencies Description

Public sector / Government organization Construction and building Management OSHACT Technical tender specifications for all building disciplines System Engineering methods and Governance (Preferably ISO 12207 based) Project Management Principles Financial Management Customer Relationship Management Project Management Risk Management Building Regulations Related Project Management Software MS Word, MS Excel, MS Powerpoint, MS Project & MS Outlook (Intermediate skill level), OHS Act, ISO 9001 Quality Management & Risk Management Systems.

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

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

Closing Date: 14 April 2025

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.