



## **VACANCY RE ADVERTISEMENT**

|                        |   |  |
|------------------------|---|--|
| <b>REFERENCE NR</b>    | : | <b>VAC01477/22</b>   |
| <b>JOB TITLE</b>       | : | <b>Project Manager</b>   |
| <b>JOB LEVEL</b>       | : | <b>D1</b>  |
| <b>SALARY</b>          | : | <b>R 531 759– R 797 639</b>                                    |
| <b>REPORT TO</b>       | : | <b>Programme Manager</b>                                       |
| <b>DIVISION</b>        | : | <b>Service Management</b>                                      |
| <b>DEPT</b>            | : | <b>Service Delivery Management</b>                             |
| <b>LOCATION</b>        | : | <b>SITA Centurion</b>  |
| <b>POSITION STATUS</b> | : | <b>12 months fixed term contract (Internal &amp; External)</b> |

### **Purpose of the job**

To manage SITA internal/external project(s) following the SITA project management methodology, within a defined service/product/customer portfolio under the supervision of a Programme Manager/PMO Manager/Line Manager.

### **Key Responsibility Areas**

- INITIATION PROJECT – Effectively applies project management principles to initiate and Plan the project;
- MANAGE PRODUCT DELIVERY – Manage product delivery to ensure successful delivery of the project;
- PROJECT CONTROL – Monitor and Control project activities to ensure successful delivery of the project objectives within budget, scope, time and quality according to plan;
- PROJECT CONTROL – FINANCE – Consolidate, Monitor and control project costs and revenue to ensure delivery of the project within budget and profitability guidelines;
- PROJECT CONTROL – RISK – Monitor and Control project risks and issues; and
- PROJECT CLOSURE – Close Project according to company policy.

### **Qualifications and Experience**

**Minimum:** 3 Year National Diploma / Degree in Business Management/ Project management / Information Technology/ Computer Science or equivalent (at least NQF Level 6).

Certification: Project Management Professional (PMP) and/or Prince 2 Practitioner Certification and/or Agile PM Practitioner.

**Experience:** A minimum of 5 – 6 years working experience, including:

- At least 3 years Project management experience,
- At least 3 years working experience in an IT environment and
- At least 3 years in public sector IT environment.

### **Technical Competencies Description**

Knowledge of: Public sector / Government organization; Information Technology management; ICT Services; System Engineering methods and Governance; Project Management Office (PMO) Management; Project

management methodologies (PMBOK, Agile PM and Prince 2); PPM Governance. Computer Literacy: SITA Business Planning system (BPS), Oracle ERP; Project Schedule Management (PSM); Oracle Time & Labour (OTL); MS Office; MS Projects.

### **How to apply**

1. To apply please log onto the e-Government Portal: [www.eservices.gov.za](http://www.eservices.gov.za) and follow the following process;
2. Register using your ID and personal information;
3. Use received one-time pin to complete the registration;
4. Log in using your username and password;
5. Select Recruitment Jobs;
6. Select Recruitment Citizen to browse and apply for jobs;
7. Once logged in, click the Online Help tab for support if needed.

For queries/support contact [eRecruitmentSupport@sita.co.za](mailto:eRecruitmentSupport@sita.co.za)

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

**Closing Date: 14 June 2022**

### **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