



VACANCY - 2618
Re – Advertisement

REFERENCE NR	:	VAC00125/24
JOB TITLE	:	Shift Leader: Physical Security
JOB LEVEL	:	B3
SALARY	:	R 162 236 – R 243 354
REPORT TO	:	Supervisor: Physical Security
DIVISION	:	Human Capital Management
DEPT	:	Facilities Management and Physical Security
LOCATION	:	SITA Erasmuskloof
POSITION STATUS	:	Permanent (Internal/External)

Purpose of the job

To provide an efficient and professional physical security service at all allocated SITA buildings to protect and safeguard life, assets and property.

Key Responsibility Areas

- Ensure compliance with security operational deployment plans.
- Ensure the effective and safe utilisation of security infrastructure, systems and resources.
- Ensure compliance with quality security standards.
- Assist with risk assessments to determine security threats and assuring current security measures meet security policies and standards.
- Ensure that all Physical Security, environmental risks and threats that had been identified are addressed as per policies and procedures and ensure the building complies with Building Safety requirements.
- Ensure compliance with security policies and procedures.
- Ensure and coordinate operation of control room on all functions including CCTV, alarms system and radio system. Coordinate recording details on logbooks (access control registers).
- Ensure and coordinate recording details on logbooks (access control registers). Ensure security breaches are investigated. Assist with physical security and safety risk assessments.

Qualifications and Experience

Minimum: Grade 12 (NQF level 4). Driver's license code 8,10 or 14 .PSIRA Grade A Certificate.

Experience: 0– 1 years' experience applicable to the specified discipline. Understand the basic theoretical reasoning and detailed practical applications behind the process or system.

Technical Competencies Description

Knowledge of: Risk Identification. Security supervision of a shift. Application of Safety, Health and Environmental regulations. Understanding of physical security policies and procedures. Supervision of Contract staff. PSIRA Grade A Certificate.

Technical competencies: Business Writing and Facilities management.

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: 12 November 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.
- 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 performance contract, assessment recommendation, verification of the applicants` documents (Qualifications), and reference checking.
- Correspondence will be entered into with shortlisted candidates only.
- CV`s from Recruitment Agencies will not be considered.

