



VACANCY -2040

REFERENCE NR	:	VAC00952
JOB TITLE	:	Senior Manager: Project and Management Service
JOB LEVEL	:	D5
SALARY	:	R 1 035 817 - R 1 553 726
REPORT TO	:	HOD: Planning & Organising
DIVISION	:	Application Development and Maintenance
DEPARTMENT	:	ADM: Planning and Organising
LOCATION	:	SITA Centurion
POSITION STATUS	:	Permanent (Internal & External)

Purpose of the job

To manage one or more defined SITA Internal / External programmes according to the SITA Project Management methodology within a defined service/product/customer portfolio

Key Responsibility Area

- Standardized Project Management Methodologies.
- Project Portfolio Performance Reports.
- Resource Allocation Plans.
- Risk Management Framework.
- Governance and Compliance Documents.

Qualifications and Experience

Minimum: 3 - year National Diploma/ Degree in project management, business administration, management, software engineering, information technology, or a related field at least NQF level 6 or a verified / certified alternative equivalent @ NQF Level 6.

Certification: Non-Mandatory Certifications: Recognised Project Management certification e.g. PMP or Prince II

Experience: 8-10 years extensive experience in project management, including managing large and complex projects. Leadership: Proven experience (typically 5+ years) in a leadership role, managing teams and overseeing multiple projects or programs. PMO Experience: Demonstrated experience in establishing, managing, or leading a Project Management Office (PMO). Industry-Specific Experience: Experience in the relevant the ICT industry, in especially Software Development and Maintenance, is advantageous.

Technical Competencies Description

Leadership and Team Management: Strong leadership skills with the ability to motivate and manage project teams. Strategic Thinking: Ability to align project management practices with organizational strategy.

Communication: Excellent communication and interpersonal skills for stakeholder engagement. Analytical and

Problem-Solving: Strong analytical and problem-solving abilities. Project Management Expertise: Deep understanding of project management methodologies (e.g., Waterfall, Agile) and best practices. Change

Management: Proficiency in managing organizational change and driving continuous improvement initiatives.

Technical Skills: Project Management Software: Proficiency in project management tools such as Microsoft Project, JIRA, Trello, or similar. Data Analysis Tools: Familiarity with data analysis tools and software for tracking project

performance metrics. Other: Continuous Learning: Commitment to continuous professional development and staying updated with the latest project management trends and best practices. Certifications: Maintenance of relevant certifications through ongoing education and professional development activities. Personal Attributes / Behaviors: Agility, Collaboration, Customer Centricity, Integrity, Innovation and Empathy

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: 10 December 2024

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.
- The appointment is subject to getting a positive security clearance, the signing of a balance scorecard 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.