



VACANCY - 3148

REFERENCE NR	:	VAC00472/26
JOB TITLE	:	Senior Project Manager
JOB LEVEL	:	D3
SALARY	:	R 760 490 – R 1 140 736
REPORT TO	:	Programme Manager
DIVISION	:	Regional and Central Operations
DEPARTMENT	:	Cluster Business Management
LOCATION	:	SITA Erasmuskloof
POSITION STATUS	:	5 years Fixed term contract (Internal & External)

Purpose of the job

To manage complex SITA internal/external project(s) following the SITA project management methodology, within a defined service/product/customer portfolio, with a particular focus on the supply chain-related aspects and dependencies of programme and project delivery.

Key Responsibility Area

- INITIATION PROJECT - Effectively applies project management principles to Initiate and Plan the project, including the identification and planning of procurement-related requirements, dependencies, risks and timelines.
- Manage product delivery to ensure successful delivery of the project, with particular focus on coordinating and enabling the supply chain-related activities and dependencies that impact project delivery.
- PROJECT CONTROL - Monitor and Control project activities to ensure successful delivery of the project objectives within budget, scope, time and quality according to plan, including tracking procurement-related milestones, dependencies and delivery constraints.
- 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, including procurement, vendor and transaction-related risks that may impact programme or project delivery.
- PROJECT CLOSURE - Close Project according to company policy, including coordinating relevant post-procurement reviews, lessons learned and closure activities where applicable.
- PORTFOLIO COORDINATION AND DELIVERY ENABLEMENT - Coordinate and monitor supply chain-related activities and dependencies across programmes and projects, providing visibility, identifying bottlenecks and risks, facilitating resolution, and escalating matters that may impact delivery.

Qualifications and Experience

Minimum: 3-year National Diploma / Degree in a relevant discipline - at least NQF level 6.

Certifications: Project Management Professional (PMP) and/or Prince 2 Practitioner/Foundation Certification and/or Agile PM Practitioner/Foundation would be an added advantage. A qualification or formal exposure to Supply Chain Management, Procurement, Commercial Management or a related discipline would be advantageous.

Experience: A minimum of 7-8 years working experience, including:

- 4 years Project management experience managing complex projects.
- 4 years in public / private sector IT environment.
- Experience managing projects with significant Supply Chain Management, procurement, vendor, commercial or contract-related dependencies would be advantageous.
- Experience coordinating cross-functional stakeholders and managing dependencies, risks, issues and delivery timelines across complex organisational processes would be advantageous.

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); Supply Chain Management and procurement processes, particularly as they relate to programme/project planning, dependencies, vendor delivery, risk and governance, PPM Governance. Computer Literacy: SITA Business Planning system (BPS), Oracle ERP; Project Schedule Management (PSM); Oracle Time & Labour (OTL); MS Office; MS Projects.

Technical competencies: Architecture; Business Analysis; Business Writing; Customer Relationship Management; Financial Accounting; General Administration; Human Capital Management; IT Project Management; Management Accounting; Product & Service Lifecycle Management; Project/Programme Management; Research & Innovation; IT Risk Management; Software Quality Management; Supply Chain Management; Vendor/Supplier Management; and Corporate Governance.

Leadership Competencies: Customer Experience; Collaboration; Communicating and Influencing; Honesty, Integrity and Fairness; Outcomes driven; Innovation; Planning and Organising; Creative Problem Solving; Bimodal IT Practice Managing People and Driving Performance; Decision-making; Responding to Change and Pressure; and Strategic Thinking.

Interpersonal/behavioural competencies: Active listening; Attention to Detail; Analytical thinking; Continuous Learning; Disciplined; Resilience; and Stress Management; Initiative and self-management; Ownership and follow-through; Systems/bigger-picture thinking; Delivery orientation ; Ability to anticipate risks and dependencies

Other Special Requirements

The position is located within the Project Management Office and has a specialised focus on the supply chain-related aspects of programme and project delivery. The role requires close collaboration with SCM and other stakeholders to improve planning, visibility, coordination and delivery outcomes, without assuming SCM's procurement execution or decision-making responsibilities.

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: 09 October 2026

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
- 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 performance contract, assessment recommendation, 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.