



VACANCY

REFERENCE NR	:	VAC00552/23, 0017/22, 0124/24, & VAC00125/24
JOB TITLE	:	Shift Leader: Physical Security X4
JOB LEVEL	:	B3
SALARY	:	R 154 510 – R 231 765
REPORT TO	:	Supervisor: Physical Security
DIVISION	:	Human Capital Management
DEPT	:	Facilities Management and Physical Security
LOCATION	:	SITA Erasmuskloof, Beta, Numerus & Centurion, Pretoria
POSITION STATUS	:	Permanent (Internal/External)

Purpose of the job

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

Key Responsibility Areas

Ensure compliance to security operational deployment plans. Ensure the effective and safe utilisation of security infrastructure, systems and resources. Ensure compliance to 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 comply with Building Safety requirements. Ensure compliance to 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) plus a relevant recognised course (shorter than a year at NQF level 4-certificate of competence) –depending on operational requirements. Driver's license code 10 .

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: 13 March 2024

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.