



VACANCY -2781

REFERENCE NR	:	VAC00814/26
JOB TITLE	:	Supervisor: Operations
JOB LEVEL	:	C3
SALARY	:	R 351 254 – R 526 880
REPORT TO	:	Manager: DC Operations
DIVISION	:	IT Infrastructure Services
DEPT	:	Hosting
LOCATION	:	SITA Beta
POSITION STATUS	:	Permanent (Internal & External)

Purpose of the job

Responsible for the management of the operations environment of the Computer Centre and printing Operations personnel.

Key Responsibility Areas

- Optimal utilization of resources.
- Compile manpower schedules regarding leave, shifts, standby and overtime. Motivation and moral development of personnel.
- Management of departmental projects.
- Responsible for changing control of production systems.
- Performance of housekeeping procedures.

Qualifications and Experience

Minimum: 1 - 2 year National Certificate in a relevant discipline / NQF level 5 or accredited specialised courses plus drivers License.

Experience: 3-4 years' experience practical experience in Computer Operating and shift leading 2-3 Years Shift Leader. 3-4 years in printing environment or electronic distribution of documents.

Technical Competencies Description

Knowledge of: Managing staff Operating Systems DBMS Job Scheduling Root Cause analysis Electronic Document delivery.

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: 24 February 2026

Disclaimer

SITA is Employment Equity employer and this position will be filled based on Employment Equity Plan. Correspondence will be limited to short listed candidates only.

- 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 a 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 accepted.