



## VACANCY ADVERTISEMENT

### Vacancy Information Download

Reference Number:	SITA/20240219/1427
BPS Vacancy Number:	VAC00201/22 (RE 01)
Job Title:	Lead Consultant: Performance Measurement and Evaluation
Job Level:	D3
Vacancy Type:	Internal & External
Salary Range:	R760490.00 - R1140736.00
Organisation Name:	State Information Technology Agency
Division:	CDS: Executive Corporate & Digital Strategy
Department:	CDS: HOD Strategy Office
Employment Type:	Permanent
Location:	SITA Erasmuskloof
Number Of Openings:	1

#### Purpose of Job:

To translate strategy plan by designing and analysing the Performance Measurements to ensure achievement of SITA strategic objectives.

#### Responsibilities:

- . Performance Measurement and target setting: Identify and develop quantifiable key performance indicators and targets which will demonstrate how effectively the organisation is achieving the key business objectives, strategic outputs and outcomes
- . Organisational alignment and Best practice sharing
- . Initiative Management: Oversight and management of strategic initiatives
- . Corporate performance assessment and evaluation
- . Design a continuous improvement strategy from corporate performance results and ensures divisional accountability for the implementation of continuous improvement initiatives.

#### Qualifications and Experience:

Minimum: Bachelor's Degree in Statistics, Audit, Business Administration, Economics or equivalent degree.

Experience: 8-10 years overall working experience in a large corporate/public sector organisation, with at least 5 years in Corporate Performance Measurement.

#### Knowledge:

Business Intelligence Capability, Monitoring and Evaluation Strategies; Strategic Planning; Data analytics; Standards and measurements; Risk Management Performance; Full analytical integration; Project and Programme Management; Performance audit; Balanced Scorecard implementation and management of related information preferred.

#### Technical Competencies

### Business Writing

Conveys written information and business reports in a detailed and effective manner to individuals or groups to ensure that they understand the message.

### General Administration

Providing support for all SITA employees in administrative duties which include the tasks and activities that are part of the daily operations of the business.

### Project/Programme Management

The management of projects/programmes, typically (but not exclusively) involving the development and implementation of business processes to meet identified business needs, acquiring and utilising the necessary resources and skills, within agreed parameters of cost, timescales, and quality. The adoption and adaptation of project management methodologies based on the context of the project and selecting appropriately from predictive (plan-driven) approaches or adaptive (iterative/agile) approaches.

### Business Analysis

The methodical investigation, analysis, review and documentation of all or part of a business in terms of business goals, objectives, functions and processes, the information used and the data on which the information is based. The definition of requirements for improving processes and systems, reducing their costs, enhancing their sustainability, and the quantification of potential business benefits. The collaborative creation and iteration of viable specifications and acceptance criteria in preparation for the deployment of information and communication systems. The adoption and adaptation of business analysis approaches based on the context of the work and selecting appropriately from predictive (plan-driven) approaches or adaptive (iterative/agile) approaches.

### Corporate Governance

Company Secretary, Legal, Internal Audit, Risk management

### Customer Relationship Management

The systematic identification, analysis, management, monitoring and improvement of stakeholder relationships in order to target and improve mutually beneficial outcomes. Gains commitment to action through consultation and consideration of impacts. Design the relationship management approach to be taken; including roles and responsibilities, governance, policies, processes, and tools, and support mechanisms. Creatively combines formal and informal communication channels in order to achieve the desired result. CRM & Client Contract Management

### Interpersonal and Behavioural Competencies

#### Active listening

The ability to fully concentrate on what is being said rather than just passively 'hearing' the message of the speaker.

#### Attention to Detail

The ability to ensure information is complete and accurate.

#### Analytical thinking

Identifies issues; obtains relevant information, relates and compares data from different sources, and identifies alternative solutions.

#### Disciplined

Showing a controlled form of behaviour or way of working, diligently.

#### Resilience

The ability to effectively handle disappointment, rejection and set-backs while still working well and meeting deadlines.

#### Stress Management

The ability to keep functioning effectively when under pressure and maintain self control in the adversity.

### Additional Requirements

VAC00201/22 - RE Advert

### How to apply

To apply please log onto the e-Government Portal: <http://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 <http://www.eservices.gov.za/>, then follow the below steps:

1. Click on "Employment & Labour";
2. Click on "Recruitment Citizen";
3. Log in using your username and password;
4. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs;

For support, please send an email to: [egovsupport@sita.co.za](mailto:egovsupport@sita.co.za) or Call: 0801414882

Closing Date : 27 Feb 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

- 1 If you do not hear from us within two months of the closing date, please regard your application as unsuccessful
- 2 Applications received after the closing date will not be considered Please clearly indicate the reference number of the position you are applying for
- 3 It is the applicant s responsibility to have foreign qualifications evaluated by the South African Qualifications Authority SAQA
- 4 Only candidates who meet the requirements should apply
- 5 SITA reserves a right not to make an appointment
- 6 Appointment is subject to getting a positive security clearance, the signing of a balance score card contract, verification of the applicant s documents Qualifications , and reference checking
- 7 Correspondence will be entered to with shortlisted candidates only
- 8 CV s from Recruitment Agencies will not be considered
- 9 CV s sent to incorrect email address will not be considered

\*\*\*\*\*NB: EMAILED CV'S WILL NOT BE ACCEPTED\*\*\*\*\*