



VACANCY ADVERTISEMENT

Vacancy Information Download

Reference Number:	SITA/20250611/2352
BPS Vacancy Number:	VAC01167/23 (RE Advert)
Job Title:	Configuration Management Officer
Job Level:	C5
Vacancy Type:	Internal & External
Salary Range:	Market Related
Organisation Name:	State Information Technology Agency
Division:	SM: Exec Service Management
Department:	SM: SAPS EUC Infrastructure Contract Management
Employment Type:	Permanent
Location:	Centurion
Number Of Openings:	1

Purpose of Job:

To maintain a configuration management database of SAPS ARS ICT asset inventory

Responsibilities:

Maintain a Configuration Management Database CMDB and create controlled configuration baselines
Maintain an up to date repository of configuration items by populating with changes Plan and manage configuration management audits Define and produce configuration reports on status changes of configuration items Manage resource s i e budget finances and asset equipment within the department in order to ensure the efficient operation and that all the resources are utilised optimally This must be done in accordance with SITA Policy Framework Keep abreast of the latest industry developments and ensure that appropriate technologies are used for knowledge management so as to ensure improved productivity

Qualifications and Experience:

Minimum: 3-year National Diploma in Information Technology or NQF 6 equivalent.
Experience: 3 to 5 years' experience in Service Management principles related to Configuration Management good practice methodologies, including:
.Experience in the application of Configuration Management process and supporting technologies (ITIL, Cobit, ISO).
.Experience of working in a team and involvement in project management delivery concepts.
.Experience in dealing with customers.

Knowledge:

SITA ICT strategy and architecture. Master system planning and integration. Management of Technology Lifecycle. Application management (development, maintenance, support, integration, optimisation) Government acts and regulation Government strategies, intergovernmental relations and strategic outlook Various ICT and relevant legislations Corporate governance ICT risk, governance and compliance IT service management IT quality management Business process management General business management General human resource management General financial management General ICT procurement IT security ICT standards Legislative environment and IT legislation ICT management best practices IT strategies and architectures such as business, data / information, application, technology, information system security, solution architecture ICT solutions modelling tools and techniques. Project management within governing policies, procedures and guidelines. System integration Implementation methodologies Development of thought leadership solutions. Building of large system of systems (such as government solutions, transversal solutions and corporate solutions) Master data management Hosting and converged communication Government business reference model and strategy formulation SITA ICT strategy and architecture. Master system planning and integration. Management of Technology Lifecycle. Application management (development, maintenance, support, integration, optimisation) Government acts and regulation Government strategies, intergovernmental relations and strategic outlook Various ICT and relevant legislations Corporate governance ICT risk, governance and compliance IT service management IT quality management Business process management General business management General human resource management General financial management General ICT procurement IT security ICT standards Legislative environment and IT legislation ICT management best practices IT strategies and architectures such as business, data / information, application, technology, information system security, solution architecture ICT solutions modelling tools and techniques. Project management within governing policies, procedures and guidelines. System integration Implementation methodologies Development of thought leadership solutions. Building of large system of systems (such as government solutions, transversal solutions and corporate solutions) Master data management Hosting and converged communication Government business reference model and strategy formulation.

Technical Competencies

SITA ICT strategy and architecture. Master system planning and integration. Management of Technology Lifecycle. Application management (development, maintenance, support, integration, optimisation) Government acts and regulation Government strategies, intergovernmental relations and strategic outlook Various ICT and relevant legislations Corporate governance ICT risk, governance and compliance IT service management IT quality management Business process management General business management General human resource management General financial management General ICT procurement IT security ICT standards Legislative environment and IT legislation ICT management best practices IT strategies and architectures such as business, data / information, application, technology, information system security, solution architecture ICT solutions modelling tools and techniques. Project management within governing policies, procedures and guidelines. System integration Implementation methodologies Development of thought leadership solutions. Building of large system of systems (such as government solutions, transversal solutions and corporate solutions) Master data management Hosting and converged communication Government business reference model and strategy formulation SITA ICT strategy and architecture. Master system planning and integration. Management of Technology Lifecycle. Application management (development, maintenance, support, integration, optimisation) Government acts and regulation Government strategies, intergovernmental relations and strategic outlook Various ICT and relevant legislations Corporate governance ICT risk, governance and compliance IT service management IT quality management Business process management General business management General human resource management General financial management General ICT procurement IT security ICT standards Legislative environment and IT legislation ICT management best practices IT strategies and architectures such as business, data / information, application, technology, information system security, solution architecture ICT solutions modelling tools and techniques. Project management within governing policies, procedures and guidelines. System integration Implementation methodologies Development of thought leadership solutions. Building of large system of systems (such as government solutions, transversal solutions and corporate solutions) Master data management Hosting and converged communication Government business reference model and strategy formulation.

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.

Continuous Learning

The ability to constantly expand one's skill set.

Additional Requirements

VAC01167/23- 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 or Call: 0801414882

Closing Date : 20 Jun 2025

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*****