SITA

VACANCY ADVERTISEMENT

Vacancy Information Download	
Reference Number:	SITA/20250909/2519
BPS Vacancy Number:	VAC00820/25 & VAC00763/25
Job Title:	System Analyst
Job Level:	C5
Vacancy Type:	Internal & External
Salary Range:	R478420.00 - R717630.00
Organisation Name:	State Information Technology Agency
Division:	ADM: Exec Apps Development & Maintain
Department:	ADM: DEV Technical Design
Employment Type:	Permanent
Location:	Centurion
Number Of Openings:	2

Purpose of Job:

To transform business requirements functional   non functional into a set of software requirements that specify the software solution to be provided in terms of detailed requirements, in accordance with ICT standards and the enterprise architecture for Government

Responsibilities:

•Ensure effective and efficient service delivery in accordance with SITA Policy framework.
•Adhere to Architectural and Governance mechanisms for the Software Development section to improve interoperability of government systems and quality of services and deliverables
•Deliver services according to project plans and architectural and governance mechanisms to ensure overall compliance and improved service delivery
•Create analysis and design work packages for integrated software components, taking into consideration SITA's software development stack and doing this in accordance with ICT standards and the enterprise architecture for Government
•Develop Application Service Specifications for integrated software components in accordance with with ICT standards and the enterprise architecture for Government
•Execution of functional testing of software in accordance with SITA Test Methods and Testing Techniques using SITA approved Testing Tools.

Qualifications and Experience:

Required Qualification: National Diploma / Degree in an ICT related field (Computer Science, Information Systems, Technology and Engineering) and/or related.

Experience: A minimum of 3-5 years' experience in the ICT field, including IT Governance, IT Planning, systems development/procurement, implementation and maintenance/enhancements of large integrated solutions across multiple hardware and software platforms with leadership, management, operational responsibility in a large corporate/public sector organization. Including: Experience within solution analysis and design in multiple business domains. Experience within software development on multiple platforms. Experience in integration. Experience in data management

Knowledge:

Public sector   Government organization ICT Governance and Compliance Development Methodologies Programming Languages Application Development, Implementation and Integration Methodologies, including Testing, Packaging and Release, Maintenance and Support IT Quality Management Business Process Management IT Security and ICT Standards Legislative environment and IT Legislation Project Management Hosting and Converged Communication Enterprise architecture framework TOGAF, Zachman, FEAF, MODAF, GWEA Framework, MIOS

Technical Competencies

Application Development

The specification and design of software to meet defined requirements by following agreed design standards and principles. The definition of software, components, interfaces and related characteristics. The identification of concepts and patterns and the translation into a design which provides a basis for software construction and verification. The evaluation of alternative solutions and trade-offs. The facilitation of design decisions within the constraints of systems designs, design standards, quality, feasibility, extensibility and maintainability. The development and iteration of prototypes/simulations to enable informed decision-making. The adoption and adaptation of software design models, tools and techniques based on the context of the work and selecting appropriately from predictive (plan-driven) approaches or adaptive (iterative/agile) approaches.

Information Management

The overall governance of how all types of information, structured and unstructured, whether produced internally or externally, are used to support decision-making, business processes and digital services. Encompasses development and promotion of the strategy and policies covering the design of information structures and taxonomies, the setting of policies for the sourcing and maintenance of the data content, and the development of policies, procedures, working practices and training to promote compliance with legislation regulating all aspects of holding, use and disclosure of data.

Information Security and Application Protection

The selection, design, justification, implementation and operation of controls and management strategies to maintain the security, confidentiality, integrity, availability, accountability and relevant compliance of information systems with legislation, regulation and relevant standards.

Systems Administration

The management of one or more hardware or software systems.

IT Project Management

The management of IT 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.

Knowledge Management

The systematic management of vital knowledge to create value for the organisation by capturing, sharing, developing and exploiting the collective knowledge of the organisation to improve performance, support decision making and mitigate risks. The development of a supportive and collaborative knowledge sharing culture to drive the successful adoption of technology solutions for knowledge management. Providing access to informal, tacit knowledge as well as formal, documented, explicit knowledge by facilitating internal and external collaboration and communications.

Application Maintenance and Support

The provision of application maintenance and support services, either directly to users of the systems or to service delivery functions. Support typically includes investigation and resolution of issues and may also include performance monitoring. Issues may be resolved by providing advice or training to users, by devising corrections (permanent or temporary) for faults, making general or site-specific modifications, updating documentation, manipulating data, or defining enhancements Support often involves close collaboration with the system's developers and/or with colleagues specialising in different areas, such as Database administration or Network support.

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 ensures information is complete and accurate.

Analytical thinking

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

Empathy

The ability to understand and share the feelings of another.

Resilience

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

Additional Requirements
N/A

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 : 18 Sep 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******