VACANCY ADVERTISEMENT

Vacancy Information Download	
Reference Number:	SITA/20250909/2520
BPS Vacancy Number:	VAC00756/24 & VAC00757/24
Job Title:	Multimedia Designer
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:

The role will be responsible for creating different forms of multimedia design (e.g., animation, graphics, video, visual effects) to create engaging
content for various forms of media (e.g., newspapers, magazines, websites, mobile apps, television).

Responsibilities:

•Establishment of design standards and governance
•Develop concepts, designs and a wide variety of graphic art deliverables that reflect client's needs and that fit within their existing brand standards
•Ensure that all deliverables are achieved upon agreed time and are efficient to obtain maximum results
•Collaborate internally as well as with clients to conceptualize and execute creative solutions that can be translated across various media platforms.
•Meet clients to discuss their needs, objectives and advise suitable designs adhering to a client's brand identity and guidelines
•Plan social media images, design visuals for e newsletters, design proposals, design headers and footers and prepare images for websites

Qualifications and Experience:

Minimum: 3-Year National Diploma / Degree in Graphic Design, Interactive Design, Web Design or related discipline equivalent to NQF Level 6. Adobe Certification will be an added advantage.

Experience: 3 - 4 years' experience in graphic design with high level of proficiency in design, web and multimedia software and applications. This should include experience in digital, interactive, mobile, web, responsive, interface, or user experience design experience in Adobe XD, InVision, UXPin or open-source equivalent design tools full range of UX experience including user research, persona creation, prototyping and wireframes, final user interface design, information architecture, and user testing. The candidate must be part of creative aspects of a project and must: be able to engage with clients be knowledgeable in Adobe Creative Cloud: Photoshop, Illustrator and InDesign have ability to effectively work on multiple projects/tasks of varying complexities, meet deadlines and work well under pressure.

Knowledge:

Excellent skills in developing and implementing design guides and policies. Understanding of the ICT software development environment and practices. Good knowledge and understanding of responsive design, Bootstrap, HTML, CSS, JavaScript, Android design and iOS design. Fluency in current graphic design and UX practices and software, such as Adobe Photoshop, Adobe Illustrator, InDesign etc. Fair conceptual and design style skills; Video editing skills. Knowledge of design, typography and production of printing and web products. Fair ability in user research, development of personas, storyboarding, developing information architecture and sitemaps. Fair ability in developing wireframes/prototypes and usability testing skills. Solid Microsoft Word, Excel and PowerPoint skills; Knowledge of Macintosh and PC platforms. Good written and verbal communication, presentation and analytical skills Personal Attributes / Behaviors: Agility, Collaboration, Customer Centricity, Integrity, Innovation and Empathy.

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.

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.

Continuous Learning

The ability to constantly expand one's skill set.

Disciplined

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

Empathy

The ability to understand and share the feelings of another.

Inclusivity

The practice or policy of including people who might otherwise be excluded or marginalized, such as those who have physical or mental disabilities and members of minority groups.

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
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

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