



VACANCY ADVERTISEMENT

Vacancy Information Download

Reference Number:	SITA/20260713/3033
BPS Vacancy Number:	VAC00905/25
Job Title:	Senior Strategy and Planning Analyst
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 support the Corporate Strategy and Planning function through strategic research, data analysis, planning coordination, and reporting to enable the development, implementation, and monitoring of SITA's corporate strategy, business plans, and performance frameworks in alignment with organisational and shareholder requirements.

Responsibilities:

- Corporate Strategy Planning Support
- Strategic Research and Business Intelligence
- Strategy Alignment and Integration
- Corporate Performance and Reporting Support
- Annual Report and Strategic Documentation
- Strategy Projects and Initiatives
- Stakeholder and Information Management.

Qualifications and Experience:

Minimum of a National Diploma/Degree in Business Management or Business Administration/ BCom Informatics/Degree in Business Science or Computer Science.

Experience: 7-8 years' experience in Strategic Planning and/or Policy Development in the Public/Private Sector, with at least 2 years' experience in the consulting in the Public/Private Sector industry on strategy or business analysis. The incumbent will be required to consult and liaise with other industry and business players as well as travel to SITA offices.

Knowledge:

- Strategic or business planning.
- Policy analysis.
 - Formulation methods and processes.
 - Consulting methods and processes.
 - Strategy analysis frameworks
 - IT Standards and practices: ITIL, CoBIT, Cloud Computing.
 - Business processes, standards and trends: ISO; Corporate Governance.
 - General Management Practices (MBO and TQM) Business simulation models
 - Research.
 - Financial Modelling Scenario planning.

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.

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.

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.

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

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 : 21 Jul 2026

Disclaimer

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