



VACANCY ADVERTISEMENT

Vacancy Information Download

Reference Number:	SITA/20260908/3108
BPS Vacancy Number:	VAC00157/27
Job Title:	Product and Services Marketing Officer
Job Level:	C3
Vacancy Type:	Internal
Salary Range:	R351254.00 - R526880.00
Organisation Name:	State Information Technology Agency
Division:	Client Engagement
Department:	Marketing
Employment Type:	Permanent
Location:	SITA Centurion
Number Of Openings:	1

Purpose of Job:

To plan, support, coordinate and execute marketing of SITA products and services to ensure effective promotion of the SITA products and services, extension of the SITA service footprints and a sustained increase of the market share.

Responsibilities:

- Pre- Promotion Development, Planning, Support and Coordination.
- During Promotion implementation, Support and Coordination.
- Post Promotion Support and Coordination.
- Provisioning of support in the development of the go-to-market strategy.
- Contribution to the planning of the Provincial and Regional Products and Services marketing activities.

Qualifications and Experience:

Minimum: 1 – 2 year National Certificate in marketing/ ICT or related disciplines @ NQF LEVEL 6.
Experience: 3-4 years' experience in marketing. Experience in product and services marketing will be an added advantage. Must have developed /executed products and services promotions campaigns and programmes to various stakeholder groups and have planned and set up various exhibition stands of various levels. Ability to liaise with various stakeholders Ability to manage an exhibition stand. Experience in working with products and services. Public/Private Sector.

Knowledge:

Marketing tools, and methodologies; Business Principles; Knowledge of SITA products and services. Knowledge and understanding of Government sector; ICT industry; Relationship management; PFMA. Planning; Coordination skills Collaboration, Customer and stakeholder engagements (Exhibition Stands delegates, marketing agency, customers, LoBs, potential users of the SITA products and services) tracking of leads and basic survey facilitation. Exhibition management skills.

Technical Competencies

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.

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.

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 decis

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.

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 : 16 Sep 2026

Disclaimer

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