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The Special Investigating Unit (SIU) is an independent statutory body that was established by the President in terms of the Special Investigating Units and Special Tribunals Act no. 74 of 1996. The primary mandate of the SIU is to investigate allegations of corruption, malpractice and maladministration in government departments, municipalities and State Institutions, State Owned Entities, and to recover financial losses suffered by State institutions.

IT PROJECT MANAGER CONTRACT – 2 YEARS GAUTENG, Head Office (Ref No. SIU21/12/006C)

Salary R737 895.25 – R1 027 257.02 per annum

Main purpose: To plan, organise, coordinate and monitor the delivery of IT projects in accordance with predetermined standards, ensuring optimal business delivery and in support of the multi-disciplinary approach (“MDA”) to all IT projects within the SIU.

Minimum qualification and experience: 3 year ICT degree/diploma or equivalent NQF level qualification in Information Technology or Project Management. Professional Certification (PMP), CompTIA Project+. PMBOK, Prince 2 Certification PRINCE2 Foundation/PRINCE2 Practitioner, Certified Scrum Master would be an advantage. 5 years’ experience in ICT Project Management role.

Key performance areas (Include but not limited to): Completion of projects on time and within budget. Oversee all aspects of projects. Set deadlines, assign responsibilities and monitor and summarize progress of project. Responsible for driving the successful completion of ICT projects. Establish the critical success factors and take responsibility for achieving them.

Required knowledge and Technical Skills (include but not limited to): Sound understanding and experience of IT Project Management methodologies, principles and best practice. Ability to align the IT Projects being executed to Business Requirements throughout the programs and project lifecycle. Strong facilitation and communication skills at multiple stakeholder levels. Strong collaboration relationship management with internal and external stakeholders. Strong leadership ability of direct and virtual teams. Proactive Risk and Issue Management skills. Ability to analyse the impact of change on the Business, Programs and Projects and put required actions in place. Excellent multi-tasking ability. Attention to detail and working to deadlines essential. Knowledge of Corporate Governance and Ethics. Advanced MS Office Suite Proficiency. Good negotiation skills. Excellent report writing skills. Time management.

Applications for this post can be forwarded to contractdesk1@siu.org.za

Closing Date: 17 December 2021

PLEASE NOTE:

- The appointment of candidates will be at the Unit's sole discretion and the Unit reserves the right not to make an appointment.
- The SIU encourages electronic applications (email). Please seek the assistance to assist you in your application, should you not have access to electronic means.
- All applicants **must** complete the SIU Application form. Application Form can be downloaded from <https://www.siu.org.za> or visit SIU's file share on <https://siushare.siu.org.za> (Click on Enter as Guest).
- The SIU is an Anti-Corruption Investigating Unit and requires applicants to make a full and frank disclosure in their application form.
- Fraudulent qualifications or documentations will automatically disqualify candidates.
- All candidates will be subjected to integrity screening procedures and a favourable end report is essential.
- Other critical positions may be subjected to vetting procedures after appointments.
- Correspondence will be limited to shortlisted candidates only. Please be advised that applications received means that processing may take some time. Candidates who have not been contacted within three (3) months of the closing date should consider their applications unsuccessful.
- **POPIA disclaimer:** In line with Protection of Personal Information Act, 4 of 2013 by applying for this position it is accepted that you have consented to your personal information being used and kept for the purposes of processing your application. The SIU will ensure the protection and safeguarding of personal information and all information collected will not be shared with any third parties or be used for the purposes other than for the purpose it was intended.
- The SIU is committed to equality, employment equity and diversity. Preference will be given to persons from designated group in particular Africans and people with disabilities in line with the SIU Employment Equity Plan.
- The SIU will not pay for any relocation costs for successful incumbents appointed from outside Gauteng province.
- The salary offered will be in line with SIU approved salary scales, which may change subject to relevant approvals and annual increases.
- Late applications will not be considered after the closing date.