VACANCY - 3138
RE ADVERTISEMENT

REFERENCE NR	**:**	**VAC00358/27**
JOB TITLE	**:**	**Junior Infrastructure Provisioning**
JOB LEVEL	**:**	**C1**
SALARY	**:**	**R 257 888 – R 386 832**
REPORT TO	**:**	**Consultant: Infrastructure Provisioning**
DIVISION	**:**	**NCP: Network Cloud and Platforms**
DEPT	**:**	**Infrastructure Provisioning**
LOCATION	**:**	**SITA Centurion**
POSITION STATUS	**:**	**Permanent (Internal/External**

Purpose of the job

Provide administrative support function by ensuring effective and efficient request status tracking, and coordinating fulfillment of service requests to maintain high level of satisfactory by the stakeholders.

Key Responsibility Areas

- Request Logging and Validation.
- Request documentation.
- Request Status Tracking.
- Service Level Targets.
- Plan and schedule.
- Post Implementation.

Qualifications and Experience

Minimum: 1 - 2-year National Higher Certificate in Business Management or Office Administration / NQF level 5 plus accredited specialised courses.
Experience: 1 – 2 years' experience in request coordination.

Technical Competencies Description

Knowledge of: Computer literacy Numerical PFMA SITA business processes ERP ARS Computer based knowledge and experience WAN and LAN knowledge and experience Financial systems Project registration on ERP systems? Change Control Management SLA Management Performance Management Proficiency with telecommunications hardware and carrier technologies.
Technical competencies: Network/Infrastructure Management.
Interpersonal/behavioural competencies: Attention to Detail; Analytical thinking; Continuous Learning; Disciplined Resilience; and Stress Management.

How to apply

To apply please log onto the e-Government Portal: 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 www.eservices.gov.za, then follow the below steps:

1. Click on "Employment & Labour;
2. Click on "Recruitment Citizen"
3. Login using your username and password
4. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs

For queries/support contact egovsupport@sita.co.za OR call 080 1414 882

CV`s sent to the above email addresses will not be considered

Closing Date: 01 October 2026

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.

- If you do not hear from us within two months of the closing date, please regard your application as unsuccessful.
- Applications received after the closing date will not be considered.
- It is the applicant`s responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA).
- Only candidates who meet the requirements should apply.
- SITA reserves a right not to make an appointment.
- The appointment is subject to getting a positive security clearance, the signing of a performance contract, assessment recommendation, verification of the applicants' documents (Qualifications), and reference checking.
- Correspondence will be entered to with shortlisted candidates only.
- CV`s from Recruitment Agencies will not be considered.