

PERMANENT POSITIONS

Department: Office of the Executive Mayor
Branch: Group Risk & Assurance Services

Senior Specialist Strategic Risk

Salary Range: R36 079.66 pm (basic salary excluding benefits)

Educational Requirements and Experience

- B Com Degree in Risk Management / Internal Auditing / Financial Accounting qualification/ NQF level 7.
- A Certificate in Project Managements with Contract Management will be an added advantage.
- Registered with a professional body e.g. IRMSA will be added advantage.
- At least four (4) years' experience in enterprise risk management of which two (2) years must be managing project within a team.
- Knowledge of Governments legislation, policies and procedures applicable to South Africa.
- Ability to meet deadline and work under pressure.
- Well developed analysis and problem solving skills
- Good knowledge of corporate governance requirements (King III, IV, PFMA and MFMA), internal auditing practice and general business and management principle and processes.
- Project management, good interpersonal, computer literacy, excellent facilitation / presentation and excellent verbal and written communication skills required.
- Ability to use risk management software.
- Must be able to work with minimal supervision.

Job Description:

Plan, manage, organize, control and evaluate the activities and functional business objectives of risk management process throughout the City's departments and Entities

Contact Person: James Netshidzati
E-Mail: jamesnet@joburg.org.za
Tel No: (011) 407 6562
Workplace: SAPPI building, 48 Ameshoff Street, Braamfontein

Department: Development Planning
Branch: City Transformation & Spatial Planning

Area Based Planning & Facilitation Design

Salary Range: R36 079.66 pm (basic salary excluding benefits)

Educational Requirements and Experience

- Bachelor's degree / NQF level 7 in Town Planning and Regional Planning or Urban Development studies
- At least (six) 6 years' experience in the field of spatial and City planning
- At least (two) 2 years' managerial experience.
- Strong leadership and organisational skills.
- Results orientated.
- Excellent verbal and written communication skills
- Ability to develop professional networks and maintain key relationships.
- Ability to solve problems and resolve issues and present complex ideas and proposals.
- Well-developed strategic and lateral thinking.

Job Description:

Provide strategic metropolitan and regional planning development services. Formulate and implement frameworks, policies, precinct plans and development strategies of high level complexity and the initiation of development projects and programmes. Provide research and analysis of urban development trends and formulate growth management strategies. Provide development direction, integration with IDP and associated strategies and plans. Management and input into Development Processes, Projects and Programmes. Direct interface and make recommendations to political level, Senior Officials and public. Perform general management duties including legal compliance and financial management of the Sub-Directorate.

Contact Person: Siphwe Khumalo
E-Mail: SiphweK@joburg.org.za
Tel No: (011) 407 7085
Workplace: 158 Civic Boulevard, Metropolitan Centre, Braamfontein

Department: Office of the City Manager
Branch: Group Strategy Policy Coordination & Relations

Specialist: Business Planning and Performance Management

Salary: R36 079.66 pm (basic salary excluding benefits)

Educational Requirements and Experience

- A B Degree in Planning or related Discipline in Strategic Management/Planning (NQF level 7);
- At least five (5) years' relevant experience, of which three (3) years at middle management in a similar environment.

- Must have managed in an organization/department of a similar size or bigger.
- Prior experience in business planning and performance management.
- Experience in managing public sector stakeholders is an advantage, which presupposes an understanding of public sector industry legal and/or audit experience.

Job Description:

Management and provision of strategic support services to the Office of the Strategic Coordination & Management Support. Responsible for departmental strategic planning processes such as sector planning, business planning and budgeting; coordination of performance management processes. Managing functions such as personnel management, skills development and occupational health and safety; coordination of the department's management team and staff meetings; coordination of departmental breakaways and team building exercises and manage support staff where appropriate.

Contact Person: Sirelda de Klerk
E-Mail: Sireldad@joburg.org.za
Tel No: (011) 407 6800
Workplace: Traduna Building, 14th floor

Department: Health
Branch: Health

Regional Health Deputy Director

Salary: R 41 493.20 – R56 443.32 – R71 395.71 pm (basic salary excluding benefits)

Educational Requirements and Experience

- A Degree / NQF level 7 in in the Health Field, Post graduate qualification would be advantageous.
- Ten (10) years' experience in a Managerial position
- Valid registration with Nursing Professional Body.
- Knowledge of local Government environment programmes and projects as well as knowledge of MFMA.

Job Description:

Provide leadership, co-ordinate, plan and manage the implementation of the personal and Environmental Health services function and ensures effective administration support in the Region. Ensure implementation of the District Health System using the PHC approach in the sub District / Region including Community based and Outreach Service with the National and Provincial framework in line with the National Health Insurance. The implementation of priority Environmental Health programs in terms of the Municipal Health Services. Ensures the management and accountability of budget allocated for the execution of services including minor upgrades.

Please note that the successful candidate could be requested to work on any of the Region in the City as the need may arise.

Contact Person: Promise Mbedzi
E-Mail: PromiseM@joburg.org.za
Tel No: (011) 407 7048
Workplace: Ennerdale Civic centre

Department: Health
Branch: Environmental Health

Environmental Health Practitioner

Salary: R18 348.23 - R23 014.10 pm (basic salary excluding benefits)

Educational Requirements and Experience

- National Diploma in Environmental Health (NQF level 6).
- Registered with Health Professional Council of South Africa.
- Three (3) years relevant experience in an Environmental Health environment.
- Must have a valid driver's license.

Job Description:

Coordination, investigation, inspection, monitoring, evaluation, reporting and compliance enforcement procedures, related to the environment. Distribute information; educate as well as advice on practices that negatively impacts in the environment. Implement measures to prevent and control risk in order to ensure the provision of a clean and healthy environment conducive to and supporting a better quality of life in the City of Johannesburg.

Contact Person: Thembeke Ntsibande	Contact Person: Sindisiwe Ngubeni
Tel No: (011) 986 0069	Tel No: (011) 718 9641
Fax No.: (011) 986 0165	Fax No.: (011) 718 9761
Workplace: Jabulani Civic Centre – Region C	Workplace: Various Wards Region B

These are employment equity targeted positions and preference will be given to EE targeted groups including people with disabilities.

CLOSING DATE: 07 AUGUST 2018

The City of Johannesburg is an equal opportunity employer and reserves the right not to make an appointment.

Appointment will be made in accordance with the COJ's EE Policy.

An application letter together with a comprehensive CV must be forwarded to the contact details as mentioned above. Applications must contain at least 3 referees. If you have not heard from us within 6 weeks of the closing date, please consider your application unsuccessful.