

## PERMANENT POSITIONS

Department: Economic Development

Branch: Trade and Investment

Designation: **Director: Trade and Investment Promotion**

Salary Range: R55 042.66 pm (basic salary excluding benefits)

**Appointment Requirements:** • Degree / NQF level 7 in Development Economics: Business Development or Development Planning. • Ten (10) years relevant experience.. • Computer literacy (Microsoft Word, Excel, PowerPoint, Lotus Notes or Microsoft Outlook, Internet Explorer and other software's). • Relevant experience in Trade and Investment or Development Planning environment. • Relevant experience in Managing the implementation of large –scale Investment Projects. • Qualification and experience in terms of minimum competencies prescribed by National Treasury. **Primary Function:** Manage and lead the city's Trade and Investment promotions Directorate and provide technical expertise in the conception, design, implementation, monitoring and evaluation of large scale economic projects that can advance the economic vision of the City through facilitation of Initiatives for promotion and stimulation or investments based on the City's. **Key Performance Areas:** Market, promote and facilitate trade investments within the City. Support and facilitate increased investment and economic activity within the City. Increase the contribution made by local and international direct investment to the City. Provision of a comprehension management framework for effective programme implementation and monitoring. Provide strategic leadership and management support to the directorate and contribute towards the overall management of the organization. **Leading Competencies:** Advanced Project Management and Project Management and Familiar with applicable Project Management Tools. Strong liaison and report writing skills. **Core Competencies:** Knowledge of Economic Indicators relative to International, National, Provincial and Local Government trends. General Human Resource Management and Networking experience.

Contact Person: Ntsako Muchavi • E-Mail: NtsakoM@joburg.org.za • Tel No: (011) 703 5515

Workplace: 66 Jorriksen Place

Department: Economic Development

Branch: Integrated Regional Economic Development

Designation: **Director: Integrated Regional Economic Development**

Salary Range: R55 042.66 pm (basic salary excluding benefits)

**Appointment Requirements:** • Master Degree in degree in Economics, Development Studies or related field. (NQF level 7). • Post graduate degree in a related Regional and Town planning field would be an added advantage. • Ten (10) years of consulting or management experience in the Public Sector, Manufacturing, Services or Mining Industries. • Experience working in the development of proposal and implementation of projects in Financial or public sector institution • Experience in Local and international standards will be an added advantage. • Experience recording, writing detailed technical data and reports will be a plus. • Computer literacy (Microsoft Word, Excel, PowerPoint, and Project Office. • Qualification and experience in terms of minimum competencies prescribed by National Treasury. **Primary Function:** Ensure COJ ha identified and developed economic investment optimization strategies for all regional corridors, wards & precincts and other spatially defined parameters. **Key Performance Areas:** Analyse inherent comparative advantages in a particular locality relative o strategic sector and value-chains. Prepare technical proposals, including development of technical scopes and cost estimates and participate in business development with existing clients and identified leads. Build strategic relationships with regional associations and similar multi-entity stakeholders. Build coherence and links with national and provincial departments and development agencies. Plan, monitor and control the Directorates annual operation and capital budget so that spending in in line with the Municipal requirements and or Municipal Financial Management. Provide strategic leadership to the Directorate and contribute towards the overall management of the organization. **Leading Competencies:** Coordinating, strategic insight to see big picture, self- management, leadership abilities; people management. Attention to details; Inter – personal skills interact with people on various levels. Ability to manage and cope with pressure. Creatives and logical thinking abilities. **Core Competencies:** Excellent working knowledge of Public sector strategies and developmental imperatives

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Workplace: 66 Jorriksen Place

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

**Appointment will be made in accordance with the CoJ's EE Policy. Application letter, together with a comprehensive CV must be forwarded to the contacts details mentioned above**

**CLOSING DATE: 19 JUNE 2019**

The City of Johannesburg is an equal opportunity employer and reserves the right not to make an appointment. If you have not heard from us within 6 weeks of the closing date, please consider your application as unsuccessful.



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