

CITY OF JOHANNESBURG VACANCIES

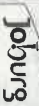
VACANCY CIRCULAR: 012/2019

Permanent Positions
This Vacancy is open to External Applicants AND Employees of the City of Johannesburg
Division: Targeted Beneficiaries
Department: Social Development
Salary Range: R19 692.61 pm (basic salary excluding benefits)
Programme Co-ordinator

Appointment Requirements: • Grade 12/NCE Level 4 and Diploma (NCE level 6) plus Certificate as Facilitator, Assessor and Moderator. • One (1) - three (3) years' experience in skills development field. • Proven work experience as a Training Co-ordinator, Trainer, Training Facilitator or similar role. • Hands on experience conducting multiple training events in community setting. • Extensive knowledge of the National Skills Development Strategy. • Adequate knowledge of the Learning Management Systems and web delivery tools. • Proven ability to complete full training cycle (assess need, plan, develop, coordinate, monitor and evaluate). • Familiarity with traditional and modern job training methods and techniques. • Experience with e-learning platforms. • Computer literacy communication (verbal and written) and presentation skills required. • **Primary Function:** • Facilitate the implementation of Skills Development programme for targeted beneficiaries.

Key Performance Areas: • Implement skills development coordinator responsibilities include communicating with manager to identify training need and mapping out development plans for community based teams and individuals. • **Leading Competencies:** • Team orientated and Accountability. • Core Competencies • Ability to effectively work with the public and leaders in the community.

Contact Person: Nokolungu Vazi, Tel No: (011) 407 3050, E-Mail: Nokolungu@joburg.org.za
 Workplace: 158 Civic Boulevard, Metropolitan Centre, Braamfontein



This is an employment equity targeted position and preference will be given to EE targeted groups including people with disabilities.

Closing date: 06 May 2019

The City of Johannesburg is an equal opportunity employer and reserves the right not to make an appointment. Appointments will be made in accordance with the CoA's EE Policy. Application letters, together with a comprehensive CV must be forwarded to the contact details as mentioned above if you have not heard from us within 5 weeks of the closing date, please consider your application as unsuccessful.

Kona Solutions K30532



NEVF INTERNSHIP PROGRAMME

The NEVF is a statutory body mandated by the National Film and Video Foundation Act 73 of 1997 to spearhead the equitable and development of the South African Film and Video Industry. In partnership with the Media, Information and Communication Technologies Sector Education and Training Authority (MICT SETA), eligible applicants are invited nationally to apply for internships in the following disciplines:

- Areas of Internship:**
- Film and Television Production
 - Script Writing
 - Animation
 - Journalism
 - Production Engineering
 - Sound Engineering
 - Editing
 - Cinematography
 - Directing
 - Production Administrator
 - Social Video Production
 - Proposal Designer
 - PR & Publicity
 - Environmental Officer

Qualifications and experience:

- Applicants must be South African citizens with a valid South African ID number
- Applicants must be in possession of a Matric Qualification and completed Film/Television and other related Degree/National Diploma from a recognised South African Institution.
- Applicants must submit copies of their CV, matric certificate, academic transcripts and degree/diploma.
- Applicants must not have participated in previous SETA sponsored internship programmes.
- Applicants must not have previously had permanent employment.
- Applicants must not have participated in previous SETA sponsored internship programmes.
- Previous work experience such as vacation work is welcome but not required.

Applications must be submitted by email to: internships@nevf.co.za or by fax to 0862738254 no later than **24 April 2019**. Please specify your province on the subject line as interns will be placed throughout South Africa.

Preference will be given to applicants from designated groups. People with disabilities are encouraged to apply.

If you do not hear from us within 4 weeks from the closing date, kindly consider your application unsuccessful and any further correspondence will be entered with only shortlisted candidates.



Office Assistant

• Ermelo Local Office - REF: ERMEL0/OA/12/04/2019

This position exists at the Ermelo Local Office. Please visit our website on www.legal-aid.co.za to view full advert and follow instructions to apply. Closing date: 03 May 2019.

A credible employer of choice rooted in leadership, driven by the value and advancement of human rights. A key contributor to South Africa's constitutional democracy providing quality legal services to the poor and vulnerable.

Preference will be given to candidates in terms of Legal Aid SA Employment Equity Plan. People with disabilities are encouraged to apply.

LEGAL AID SA RESERVES THE RIGHT NOT TO APPOINT

GAUTENG OFFICE OF THE PREMIER

DIRECTOR: Ethics and Anti-Corruption

CENTRE: Johannesburg

SALARY: All-inclusive remuneration package of R: 005 093 – R: 183 992 per annum.

REF NO: 003922

REQUIREMENTS: • Bachelor's degree in Public Administration or Auditing/Accounting or Forensic Accounting or Legal Postgraduate degree in Public Administration, Auditing/Accounting, Forensic Accounting or Legal. • Certified Ethics Officer and Certified Fraud Examiners qualifications will be an added advantage. • Public sector experience. • Minimum of 5 years' experience in anti-corruption and ethics at a middle management position. • Knowledge of Public Service Regulations, Public Finance Management Act, Treasury Regulations, Prevention and Combating of Corrupt Activities Act (PRECCA), Protected Disclosures Act, and Promotion of Access to Information Act (PAIA), Public Service Anti-Corruption Strategy and Provincial anti-corruption measures. • Leadership competencies such as strategic leadership, policy development and analysis, project management and people management.

DUTIES: • Develop and manage the implementation of Gauteng City Region (GCR) ethics and anti-corruption policies, strategies and frameworks. • Interact with GCR institutions with regard to the implementation of the fraud and corruption strategies. • Develop guidelines and manuals to support development of departmental ethics policies. • Create awareness of the GCR fraud and corruption strategies to stakeholder. • Monitor and evaluate strategies, policies and processes aimed at reducing fraud and corruption cases within GCR. • Foster relationships with law enforcement agencies in fighting corruption. • Report to the Heads of Department Forum and the Executive Council on progress made in fighting fraud and corruption and promoting integrity. • Monitor departments on implementing a comprehensive Ethics Programmes and Integrity Management. • Coordinate implementation of ethics and anti-corruption education programmes within the Gauteng City Region. • Manage and evaluate the effectiveness of training initiatives and report to relevant stakeholders. • Coordinate and plan ethics and anti-corruption forums. • Conduct research on best practices to fight corruption and promote integrity.

ENQUIRIES: Mr. Tshepo Masapo, tel: (011) 355-6450

Note: Applicants must note that further checks will be conducted once they are shortlisted and that their appointment is subject to the outcome of these checks including security clearance, security vetting, qualification verification and criminal checking (it is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority - SAQA). Note that correspondence will only be conducted with the short-listed candidates. If you have not been contacted by the Gauteng Office of the Premier within 3 months of the closing date of the advertisement, please accept that your application was unsuccessful. We thank all applicants for their interest. All short-listed candidates for SMS posts will be communicated by Department. Following the interview and the technical exercise, the selection panel will recommend candidates to attend a general managerial competency assessment (for compliance with the DPSA Director on the implementation of competency-based assessments), the competency assessment will be testing general managerial competencies using the mandated DPSA SMS Competency assessments tool.

Applications must be submitted on the 233 Form, accompanied by copies of qualifications(s), Identity Document (certified in the past 3 months), proof of citizenship if not RSA citizen, a comprehensive CV, including three reference persons' Name and contact numbers. A relationship with reference reference checks will be done on nominated candidate(s). Note: Failure to submit these copies will result in the application not being considered. Please do not send any original certificates, diplomas or testimonials.

Applications should be forwarded to the attention of the Director: Internal HR Management by post to: The Director: Internal Human Resource Management, Department of Office of the Premier, 65 Meintjies Street, Midrand, Johannesburg 2001 or online on www.gautengonline.gov.za (please do not send applications to 39 Simmonds Street).

CLOSING DATE: 30 April 2019



GAUTENG PROVINCE

164913



Erratum

Please note the below mention position was published with an incorrect EE requirement on the 07 April 2019.

INVESTMENT SOUTH AFRICA (ISAI)

Deputy Director: Advanced Manufacturing Industries

All-inclusive remuneration package of R 826,053.00 per annum, Level 12, (ISA/Adv Man 003)

The correct EE requirements is: In terms of the dti's EE requirements, preference will be given to African and White male candidates, Coloured candidates as well as people with disabilities.

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CITY OF JOHANNESBURG VACANCIES

VACANCY CIRCULAR: 01/2019

ERRATUM

Department: Development Planning

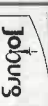
Branch: Land Use Management

Designation: Specialist: Town planner

Publication date: 10 April 2019

Closing date: 25 April 2019

Please note that the position of "Specialist: Town Planner" was advertised on the abovementioned circular with one (1) year's working experience in Town Planning. The working experience requirement should read three (3) to five (5) years' experience in Town Planning. The inconvenience caused is regretted.



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