



1st Floor
Forum 2
Braam Park
33 Hoofd Street
Braamfontein
2017

PO Box 31565
Braamfontein
2017

Tel +27(0) 10 219 9000
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www.jhbproperty.co.za

City of Joburg Property Company SOC Ltd

INTERNAL/EXTERNAL ADVERT

Vacancy : General Manager: Corporate Real Estate and Facilities
Business Unit : Facilities Management
Reporting To : Executive Manager: Property Portfolio Management

Ref: GM: CREF: 11/2019-08

Permanent Position

Applicable annual total cost to company is R1 607 868 - R1 988 760 (An all-inclusive remuneration package)

Purpose of the position

To lead and direct the operations of Corporate Buildings, Real Estates and Facilities so as to deliver on the City's well as the JPC strategies, goals and targets as stated in the various key performance areas and result indicators. Deliver a fully comprehensive and cost effective services to the Regions, ME's and Core Departments.

Key Performance Areas

1. Corporate and Real Estate Strategy Implementation
2. Property Management Services
3. Fleet Management
4. Cleaning Services
5. Space Planning
6. Occupational Health and Safety
7. Tenant Management

Non-Executive Directors: Moeketsi Rabodila (Chairperson), Prof Hamanth Kasan, Motshubi Letsapa, Maggie Mojapelo, Obakeng Mongale, Kululwa Muthwa, Yongama Pamla, Lonwabo Qina

Executive Directors: Helen Botes (Chief Executive Officer)
Imraan Bhamjee (Chief Financial Officer)
Acting Company Secretary: Makwena Pertunia Mohlabi
City of Joburg Property Company SOC Ltd.
Registration Number: 2000/017147/07



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8. SLA Management
9. Transformation
10. Quality Management
11. People Management
12. Financial Management

Qualifications and Experience

- A Bachelor's Degree or B Tech (NQF level 7) equivalent in
 - Quantity Surveying or
 - Urban Planning/ Town Planning or
 - Facilities Management or
 - Business Management or
 - Built environment
- 8 - 10 years of experience in the direct management of Facilities/ Building Management with responsibility for co-ordination, and project planning.

Added Advantage

- Registered with the South African Council for Project and Construction Management Professions (SACPCMP) or
- Engineering Council of South Africa (ECSA) or
- Certified Professional Constructor (CPC) or
- Professional Registration with relevant built industry or
- Occupational Health and Safety Certificate or
- Postgraduate degree in Property Real Estate

Knowledge and attributes

- Flexibility
- Commercial Awareness



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- Action Orientation
- Strategic
- Accountability
- Judgement and Impact
- Leadership
- Planning & Organising
- Quality Organisation
- Persuasiveness

Note:

- JPC is an Employment Equity Employer; therefore, appointment will be made in accordance to the company's employment Equity Policy and Plan.
- Submit a detailed, relevant CV including copies of qualifications via e-mail to **JOBS@jhbproperty.co.za**, quoting the relevant reference and job title. Should you have any queries kindly contact the Human Capital Department Nomthandazo Dlanga on 010 219 9083
- Applicants must note that further checks will be conducted once they have been shortlisted and that their appointment will be subject to positive outcomes on these checks.
- JPC reserves the right not to fill the position or to re-advertise it. Where applicable, candidates may be expected to undergo psychometric assessments.
- It is the applicant's responsibility to have their foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to provide the evaluation results.
- Should you not here from us within 6 weeks after the closing date, you may consider your application as an unsuccessful.

Closing Date: 25 November 2019

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