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WE HAVE AN EXCITING CAREER OPPORTUNITY FOR:

**PERMANENT POSITION****Executive Director: Economic Development**

***Appointment in this position will be subject to the signing of an employment contract and performance agreement, as well as disclosure of financial interests.***

**APPLICATION REQUIREMENTS**

- Complete the online job application form and attach all relevant and updated documents (Certified Qualification/s/Certificates, ID, and CV).
- Applicants should take note that they can be required to provide proof of original documents during the selection process.
- You will be requested to provide a brief description of your work experience relating to the vacancy.
- Applicants with membership to professional bodies need to provide a membership number and expiry date.
- If you are an internal applicant, your employee number will be required.
- Applicants are advised to use Google Chrome when applying for CoJ positions.

**DISCLAIMER**

- The City of Johannesburg is currently recruiting and will not demand payment in any form for any job placement. All vacancies are advertised in newspapers and on the CoJ website.
- The City of Johannesburg applies the principles of employment equity as per the National legislation and policy guidelines and will consider designated groups in line with these requirements. We are an equal-opportunity employer.
- By submitting your application for a position at the City of Johannesburg, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related process.
- However, registering your CV and/or receipt and acknowledgment of any kind shall not be an indication that your application will be successful and/or lead to employment.
- The City of Johannesburg shall not be liable for any damage, loss, or liability of whatsoever nature arising from your use of the job opportunity section of this website.
- The City of Johannesburg reserves the right not to make an appointment.
- Any misrepresentation or failure to disclose material information on the application form or CV will automatically disqualify your application.



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## EXECUTIVE DIRECTOR: ECONOMIC DEVELOPMENT

**Department:** Office of the City Manager  
**Branch:** Economic Development  
**Designation:** Executive Director: Economic Development  
**Remuneration:** R 2 148 405 pa (all-inclusive, cost to company)  
**Location:** Metro Centre, 158 Civic Boulevard, Braamfontein

### Minimum requirements:

- Matric/Grade 12;
- Bachelor's degree in Business Management / Administration / Economics or related field at NQF level 7;
- A minimum of 10 years' overall working experience;
- 5 years' senior management experience and 3 years at middle management;
- Sector-specific experience in Economic Development which may include leading diverse teams in transformation of an emerging economy will be an added advantage;
- Comprehensive understanding of local government;
- Knowledge of the City's strategy (IDP), prescribed methodologies, legislative, policy and regulatory frameworks;
- In-depth knowledge of the regulatory environment and the public sector generally including the democratic, political and organizational framework;
- The incumbent should meet the standards set out in the Core Competency Requirements as per Regulations;
- Good knowledge and interpretation of policy and legislation;
- Good knowledge of performance management system;
- Good knowledge of the MFMA and MFMA Regulations, (Act No.56 of 2003); and
- Valid driver's license

### Primary Function:


Implement the City's vision and long-term economic growth strategy to facilitate economic growth by collaborating with City Departments, Municipal Entities, other spheres of government, private sector and all other affected stakeholders whilst capitalizing on the City's own economic levers.

### Key Performance Areas:

- Market and promote and facilitate trade and investment within the City;
- Approve all enterprise development strategic frameworks and develop high-level implementation plans;
- Analyse inherent comparative advantages in a particular locality relative to strategic sectors and value chains;
- Advise the City on emerging and long-term economic trends affecting economic development, sustainable human development, and their policy and programme implications;



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- Lead preparation of impact assessment, feasibility studies, due diligence, and associated management plans; and
- Provide strategic leadership to the department and contribute towards the overall management of the organisation.

#### **Leading Competencies:**

- **Strategic Planning and Strategy Formulation** - Ability to understand the process of strategic planning and contribute effectively to IDP formulation.
- **Strategic Direction and Leadership** - Provide and direct a vision for the institution, and inspire and deploy others to deliver on the strategic institutional mandate.
- **People Management** - Effectively manage, inspire, and encourage people, respect diversity, optimise talent and build and nurture relationships in order to achieve institutional objectives.
- **Financial Management** - Ability to compile, plan and manage budgets, control cash flow, institute financial risk management and administer procurement processes in accordance with recognised financial practices. Further to ensure that all financial transactions are managed in an ethical manner.
- **Program and Project Management** - Ability to understand program and project management methodology; plan, manage, monitor, and evaluate specific activities in order to deliver on set objectives.
- **Change Leadership** - Ability to direct and initiate institutional transformation on all levels in order to successfully drive and implement new initiatives and deliver professional and quality services to the community.
- **Governance Leadership** - Ability to promote, direct, and apply professionalism in managing risk and compliance requirements and apply a thorough understanding of governance practices and obligations. Further, able to direct the conceptualisation of relevant policies and enhance cooperative governance relationships.
- **Moral Competence** - Ability to identify moral triggers, apply reasoning that promotes honesty and integrity and consistently display behavior that reflects the principles of good governance.

#### **Core Competencies:**

- Moral competence;
- Planning and organising;
- Analysis and innovation;
- Knowledge and information management;
- Communication;
- Results and quality focus;
- Minimum competency requirements for Senior Managers.

**Please take note that only online applications will be considered. Please apply by using the following link below:**

<https://share-eu1.hsforms.com/16bR4OAcZTYilStmjKepLZwew554>

**APPLY ONLINE VIA THIS LINK: [www.joburg.org.za](http://www.joburg.org.za)**



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**ENQUIRIES ONLY:**

**Contact Person:** Pelisa Matsepe

**Tel No:** 011 407 6560

**CLOSING DATE: MONDAY, 26 AUGUST 2024**

Applicants are respectfully informed that, if no notification of appointment / response is received within six (6) weeks of the closing date, they must accept that their application was unsuccessful. By submitting your application for a position at the City of Johannesburg, you are consenting that the personal information submitted as part of your application may be used for the purposes of recruitment and selection and related process. In terms of the Talent Acquisition Policy of the City of Johannesburg, you hereby consent to the following risk checks should your application be shortlisted:

- Credit Record,
- CV validation,
- Employment record verification,
- Criminal check,
- Identity validation.