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WE HAVE AN EXCITING CAREER OPPORTUNITY FOR:

PERMANENT POSITION

Deputy Director: Projects and Contracts Risk

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.
- Applications, which have not been responded to within 6 weeks of closing date, should be regarded as unsuccessful.
- Any misrepresentation or failure to disclose material information on the application form or CV will automatically disqualify your application.



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DEPUTY DIRECTOR: PROJECTS AND CONTRACTS RISK

Department: Office of the City Manager
Branch: Group Risk and Assurance Services (GRAS)
Designation: Deputy Director: Projects and Contracts Risk
Remuneration: R67 075.25pm (basic salary excluding benefits)
Location: Sappi Building, 48 Ameshoff Street, Braamfontein

Minimum Requirements:

- B Com Degree preferably majoring in Risk Management, Auditing and Financial Accounting (NQF level 7);
- A professional risk management qualification with recognized accredited institution;
- 7 – 9 years' experience in Enterprise Risk Management experience with at least 4 years at senior level;

Primary Function:

To lead, direct and control the unit in the monitoring of strategies, policies and procedures to ensure the embedding of risk management strategies throughout the city's operations, projects and contracts.

To provide professional risk management services, strategies development and implementation through practicing strategic, operational, projects and contracts risk management in regard to underpin the COJ strategic objectives.

- Conduct risk assessments (Strategic, Operational, Projects and Contracts) with a focus on entities.
- Provide advisories on management of risks
- Establish and Maintain stakeholder relations.
- Secure robust strategic performance.
- Maximize opportunities and minimising loss events.

Key Performance Areas:

- Provide maximum support to the Director in formulation and review of risk governance structures processes;
- Implementation of risk and awareness of risk management;
- Identification evaluation and monitoring of risk;
- Disseminates guidance and Information on specific key performance areas and procedures;

Leading Competencies:

- Professional work ethic and integrity
- Ability to apply your mind to multiple industries;
- Ability to deal effectively with official at all level;
- Good communication and interpersonal skills,
- Ability to prioritise effectively and to accept responsibility;



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- Ability to work independently whilst producing and delivering results;
- Strong presentation skills;
- Report writing.
- Negotiation skills;
- Conflict management;
- Time management;
- Analytical skills
- Numerical and accounting skills;
- Networking skills;
- Research and planning.

Core Competencies:

- Knowledge of the following:-
 - Risk Management;
 - Local Government legislation (e.g. MSA, MFMA);
 - Finance and business acumen;
 - Resources availability and its management;
 - Process evaluation.
- Knowledge of Local Government.
- Team player.

“All suitably qualified candidates are encouraged to apply and will be considered. The City of Johannesburg applies the principles of employment equity as per National legislation and policy guidelines and will consider designated groups in line with these requirements. Preference will be given to previously disadvantaged groups including those with disabilities. Appointments will be made in accordance with the approved Employment Equity Plan to promote its equitable representation in terms of race, gender and disability.”

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

https://share.hsforms.com/18fm_BZP-SieXnQIA3EQ1RA469tl

APPLY ONLINE VIA THIS LINK: www.joburg.org.za

TIPS FOR CANDIDATES - <https://joburg.org.za/work/Pages/2026-Vacancies/Tips-For-Job-Applicants.aspx>



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ENQUIRIES ONLY:

Contact Person: Bongani Myeni

Tel No: 011 407 6562

CLOSING DATE: FRIDAY, 24 JULY 2026

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 the 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 and
- Employment record verification,
- Criminal check, and
- Identity validation.



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SPECIALIST: PROJECTS AND CONTRACTS RISK

Department: Office of the City Manager
Branch: Group Risk and Assurance Services (GRAS)
Designation: Specialist: Projects and Contracts Risk
Remuneration: R52 144.69 pm (basic salary excluding benefits)
Location: Sappi Building, 48 Ameshoff Street, Braamfontein

Minimum Requirements:

- Degree preferably in Risk Management, Auditing and Financial Accounting (NQF level 7);
- 5 - 7 years' experience in Risk Management and Knowledge of MS Office tools.
- Knowledge of Projects Risk, Contract Risk, Strategic Risk, Operational Risk, Physical and Business Continuity Management.
- Knowledge of Local Government regulations (e.g., MFMA etc.), National Treasury Regulations and Risk Management Best Practices / Guidelines (COSO, ISO etc.).

Primary Function:

To implement and maintain integrated project, contracts and risk management activities, Business Continuity Management throughout the City (Departments and Entities)

Key Performance Areas:

- Perform activities according to Enterprise Risk Management Framework, Policies and Procedures.
- Implement effective projects, contracts and risk management programme plans by performing activities that assist identify potential exposure.
- Compliance with City's policies;
- Establish and maintain stakeholder's relations.

Leading Competencies:

- Good communication and interpersonal skills,
- Strong presentation skills,
- Report writing skills,
- Negotiating skills,
- Conflict management,
- Time management,

- Analytical skills,
- Numerical and accounting skills,
- Networking skills and research and planning,
- Resources availability and its management

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Core Competencies:

- Professional work ethic and integrity,
- Team player,
- Ability to apply your mind to multiple industries;

- Ability to deal effectively with officials at all levels,
- Ability to prioritize effectively and to accept responsibility; and
- Ability to work independently whilst producing and delivering results.

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ENQUIRIES ONLY:

Contact Person: Bongani Myeni

Tel No: 011 407 6562

CLOSING DATE: THURSDAY, 2026

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