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WE HAVE AN EXCITING CAREER OPPORTUNITY FOR:

PERMANENT POSITION:
Assistant Director: Outdoor Advertising (BDM)

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 in 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 acknowledgement 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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ASSISTANT DIRECTOR: OUTDOOR ADVERTISING (BDM)

Department: Development Planning
Branch: Building Development Management
Designation: Assistant Director: Outdoor Advertising (BDM)
Remuneration: R58 324,06 pm (basic salary excluding benefits)
Location: 100 Carr Street, Newtown Junction, Nedbank Building

Minimum Requirements:

- Matric/Grade 12 with a Bachelor's degree in Built Environment (eg Town Planning/Town and Regional Planning, Spatial Planning/architecture, civil/structural engineering/ quantity surveying at NQF level 7;
- 7- 9 years' experience in the outdoor advertising environment
- At least five (5) years' experience at management level
- Must have a valid driver's license.

Primary Function:

To provide strategic and operational leadership in the regulation, management, and control of outdoor advertising within the City, ensuring compliance with applicable legislation, municipal by-laws, and policy frameworks. The role is responsible for overseeing the assessment, approval, monitoring, and enforcement of outdoor advertising applications and installations, while promoting orderly urban development, public safety, and aesthetic standards

Key Performance Areas:

- Participate in the various structures of BDM on the development of business plans, strategies, policies, procedures, work processes and systems of the department.
- Supervise and empower staff in the department
- Supervise the assessment (pre-assessments and full assessments) of all outdoor Advertising applications for recommendation for final decision
- Recommend to the Director: Building Development Management work improvement processes where necessary
- Handle the correspondence, queries and enquiries elevated by Operations Management/ Technical Evaluators.
- Ensure complaints of the public regarding the by-law processes are dealt with effectively and efficiently on matters related to outdoor advertising activities
- Liaise with internal and external stakeholders, including the General Public and Council Departments; Municipal-owned Entities and Agencies; Province/ and National Government
- Compile and consolidate the statistics on the activities of the Outdoor Advertising Unit
- The incumbent may be required to perform various ad hoc duties delegated by the Director from time to time



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Leading Competencies:

- Computer literacy (Microsoft Office)
- Interpersonal Skills
- Communication Skills
- Facilitation Skills
- Supervisory Skills
- Project Management
- Information Management
- Report writing

Core Competencies:

- Knowledge and understanding of the Outdoor Advertising environment
- Knowledge of Departmental policies and procedures
- Knowledge of HR Policies and Procedures

“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.”

“Applicants who applied on circular 054/2026 are encouraged to re-apply”

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

<https://share.hsforms.com/1LdppWFr3SiezFSShrI3iaQ469tI>

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: Thabang Mushwana

Tel No: 011 407 6514

CLOSING DATE: THURSDAY, 17 SEPTEMBER 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 processes. 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, and
- Identity validation