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WE HAVE AN EXCITING CAREER OPPORTUNITY FOR:

PERMANENT POSITION
Senior Law Enforcement Officer

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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SENIOR LAW ENFORCEMENT OFFICER

DEPARTMENT:	Development Planning
BRANCH:	Land Use Development Management
DESIGNATION:	Senior Law Enforcement Officer
REMUNERATION:	R29 660.58 pm (basic salary, excluding benefits)
LOCATION:	100 Carr Street, Newtown Junction Mall, Nedbank Building

Minimum Requirements:

- Matric/Grade 12 plus Diploma in Policing, Paralegal Studies, or Law; OR Forensic Investigations; OR any NQF6 qualification with majors in Investigation, Criminal Law, Criminal Procedure, and Evidence (NQF 6).
- Minimum of 1-3 years' practical experience in statutory inspection and/or a by-law enforcement function (e.g., conducting site inspections, enforcing legislation, issuing notices, and preparing matters for prosecution).
- Valid code 8 Driver's license.

Primary Function:

To enforce the provisions of the City of Johannesburg Municipal Planning By-Law, 2016 (as amended), and related legislation. The Senior Law Enforcement Officer ensures lawful land-use management and public safety by conducting inspections, issuing contravention and Section 56 notices, recommending property penalties for unlawful land use, and preparing matters for referral to the Municipal Court for prosecution.

Key Performance Areas:

- Provide effective administrative direction and support to enforcement operations.
- Conduct inspections and investigations to detect and verify unlawful land use, ensuring compliance with the City of Johannesburg Municipal Planning By-Law, 2016 (as amended), and to provide credible evidence for enforcement actions;
- Identify and manage risks during inspections and ensure safe, compliant enforcement operations.
- Keep accurate and complete records of inspections, notices, and enforcement actions using approved law enforcement systems, ensuring accountability and supporting prosecutions.
- To work with councillors, residents, and other City departments to improve compliance and promote lawful land use.

Leading Competencies:

- Computer literacy – MS Office application;
- Interpersonal skills;
- Good communication (verbal and written) skills;
- Time management skills.
- Legal Process Administration;
- Problem Solving;



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- Planning and Organising;
- Resilience;

Core Competencies:

- Knowledge of the Municipal Planning By-Law, SPLUMA, and statutory enforcement processes; understanding of procedures for issuing contravention and Section 56 notices, affidavit drafting, and municipal court referrals.

“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/1E6yJsk7sRwWn9DkkAL0m-g469tl>

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>

ENQUIRIES ONLY:

Contact Person: Thabang Mushwana

Email Address: ThabangMu@joburg.org.za *The contact email address provided in this advertisement is strictly for enquiries only. Applications submitted via email, including CVs, qualifications, or any other supporting documents, will not be accepted or considered. All applications must be submitted through the application link provided in the advertisement)*

CLOSING DATE: TUESDAY, 22 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 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.