City of Joburg Property Company SOC Ltd.

3rd Floor
Forum 1
Braam Park
33 Hoofd Street
Braamfontein
2017

PO Box 31565
Braamfontein
2017

Tel +27(0) 10 219 9000
Fax +27(0) 10 219 9400

www.jhbproperty.co.za

Senior Manager: Talent and Organisational Efficiency
Permanent Position

THE POSITION IS OPEN TO INTERNAL AND EXTERNAL INCUMBENTS

Department	:	Human Capital Management
Designation	:	Senior Manager: Talent and Organisational Efficiency
Reporting to	:	General Manager: Human Capital Management
Reference Number	:	**SM: T&OE- 11/2026**
Remuneration	:	**R 1 909 684.00 (All Inclusive)**
Local Address	:	Braam Park, 33 Hoofd Street, Braamfontein

Minimum Requirements

- Matric/Grade12 plus Bachelor's degree in Human Resources Management ,Organisational Development, Humanities, Industrial Psychology, Business Administration or related field.
- NQF Level 8 - Honours degree in Industrial Psychology, Organisational Development or in related field.
- Professional registration with SABPP or IPM will be added advantage.
- A Master's degree in Human Resources, Industrial Psychology , Organizational Development/Business Administration or related field, will be an added advantage.

Experience

- At least 5-8 years of professional experience in a leadership role in Talent Management, Organizational Development or leadership development.
- At least 5 years' experience in the management/leadership level managing teams in HR environment.
- Proven track record and experience in designing and implementing talent acquisition, performance management, leadership development and change management strategies.
- Ability to develop and implement talent management strategies and programs aligned with organizational goals.
- Deep understanding of organizational behaviour and development theories.
- Public Sector experience an added advantage.

Primary Function:

Leading the development and implementation of strategies that enhance employee performance, organizational effectiveness and overall business success. The also role involves designing and implanting talent management programs, leadership development and OD interventions to support the organization's strategic goals.

Non-Executive Directors: Simon Motha (Chairperson)
Bettycourt Teffo | Fulufhelo Ratshikhopha | Sandy Collopen | Mxolisi Zondo | Ntombikayise Tini | Thapelo Mashamaite |
Tshepang Thatelo | Yolisa Ngxabazi | Moeketsi Rabodila |

Executive Directors: Musah Makhunga (Chief Executive Officer)
Mfanafuthi Zondo (Acting Chief Financial Officer)

Company Secretary: Gontse Dlamini
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Registration Number: 2000/017147/07

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Strategic Human Resource Management

- Execute HR strategies that enhance the value of the human resources within JPC.
- Manages projects and controls initiatives in support of the employment value proposition.
- Supports the General Manager Human Capital Management in the measurement of sustainable people practices.
- Advises on the practical application / implementation of proactive people related business solutions.
- Aligns HR and people management practices within the governance, risk and compliance framework.

Talent Management

- In-depth understanding of talent management and the integration of its various components.
- Ability to advise line departments on roles and responsibilities in terms of talent management.
- Designing and implementing programs that promote employee career and professional development and increase overall effectiveness in individual roles and responsibilities.
- Manage Human Capital Talent Acquisition and OD activities of the JPC by instituting a well-developed and planned implementation strategy.
- Consult on organisational design and ensures that all roles are clearly scoped and accurately situated within the overall approved organisational structure.
- Drive the development and implementation of a comprehensive diversity, equity and inclusion strategy.
- Develop and manage the implementation of strategies to source, recruit & select a highly-qualified, diverse workforce, designing and executing processes that create positive and engaging hiring manager and candidate experiences.
- Establishing and managing external partnerships that support talent development and organizational effectiveness such as key service providers.
- Partnering with the General Manager Human Capital to design and execute leadership training components at semi-annual executive team meetings'
- Partnering with Marketing & Communications to develop & manage employment branding, social media strategy/recruitment materials.
- Collaborate with the City group talent acquisition teams to plan and execute talent acquisition strategies and leverage resources.

Change Management

- Plans, organises and leads the initiation and prioritization of change processes.
- Able to implement complex change management programmes, minimising risk and resistance without unduly impacting on the performance of individuals and the municipality.
- Understands the change processes and facilitates the development of change management frameworks, methods, implementation plans and training of change agents.
- Able to equip employees and line management with the tools to respond positively to the change.
- Able to monitor the impact of change and take corrective action where necessary.

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Organizational Development

- Conducting organizational assessments, analyzing current structures and identifying areas for improvement to align with overall business strategy
- Developing and implementing strategies to manage organizational changes effectively, ensuring smooth transitions and minimal disruptions.
- Designing and implementing programs to enhance employee skills, performance and career development, including leadership development and succession planning.
- Establishing performance metrics, implementing performance management systems and providing coaching to managers and performance feedback improvement.
- Lead and mentoring a team of OD professionals, providing guidance and support to ensure the successful execution of OD initiatives.
- Building and maintaining a strong relationships with stakeholders across the organization, including senior management, HR and other departments.

Learning & Development

- Ensure the design and provision of learning and development interventions are appropriate and integrated.
- Advise and provide consulting services to line managers on career development matters.
- Monitor training budgets and consults with line where necessary.
- Able to inform, advise or convince line management of the importance of continuing development of staff.
- Analyses, compiles and implements the Work Place Skills Plan and ensuing reporting to the relevant SETA.

People Management

- Ensure the development of a high-performing team through embedding formal Performance Development and informally coaching management team on how to conduct the process effectively.
- Determine and analyse training and development needs for managers and ensure they do the same for their teams.
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- Establish and maintain a succession plan for the management team in the area using the formal Talent Management process for identified talent and an information process for remaining roles.
- Ensure that managers create effective workforce plans and recruitment demands plans for their areas.
- Address poor performance of any team member through the formal Performance Improvement process.

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Performance Management

- Facilitates the implementation of an appropriate performance management system.
- Ensures that the performance management system is integrated with other HR policies and practices.
- Evaluates the effectiveness of the performance management system.
- Ensures that all staff are aware of the performance management system and process.
- Able to advise employees on performance management system, policy and procedures.
- Advises on the development of a performance management strategy and policy for the organization.

Leading Competencies

- Demonstrated skills in quantitative data analysis, data management (maintaining a database, quality control measures), and in the presentation of results for the identification of best practices and to inform decision-making.
- Proficiency in using databases and statistical software is required as well as strong skills in Excel, Word, PowerPoint, and mobile technologies to report data.
- Excellent written and oral communication skills in English and must be able to communicate and coordinate effectively with other stakeholders.
- Coordination and Time Management Skills.
- People Management Skills

Core Competencies

- Understanding of talent management best practices, including succession planning, leadership development and employee coaching.
- Knowledge of HCM policies , procedures and supporting guidelines.
- Knowledge of best practices in talent acquisition, performance management, succession planning and employee development.
- Familiarity with various training and development techniques, including e-learning platforms, instructional design and facilitation.
- Understanding the stages of change, resistance to change and strategies for managing change effectively.
- Knowledge of legal requirements related to hiring, compensation, performance management and other talent-related areas.
- Promoting diversity and inclusion in all aspects of talent management and organizational development.
- Knowledge and understanding of the application of the local government and talent management legislative frameworks (MFMA , MSR, PFMA, LRA,SDA,EEA etc).

Leading Competencies

- Excellent communication, presentation and facilitation skills.
- Ability to build rapport and influence stakeholders at all levels.
- Ability to lead and motivate a team, delegate tasks effectively and manage performance.

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- Ability to analyse complex situations, develop long-term strategies and translate them into actionable plans.
- Integrity /High ethical standards.
- Leadership and coaching.
- Change management.
- Project management.
- Target -driven and Attention to Detail

Important to Note:
JPC is an Employment Equity Employer; therefore, an appointment will be made in accordance with the company's employment Equity Policy and Plan. The City of Joburg Property Company applies the principles of employment equity as per the 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''.

Applicants are informed that, if no notification of appointment / response is received within six (6) weeks of the closing date, they must accept that this application was unsuccessful. By submitting your application for a position at 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.

JPC reserves the right not to fill the position or to re-advertise. 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.

APPLY ONLINE: www.jhbproperty.co.za. Please take note that only online applications will be considered. Please apply by using the following link: https://share.hsforms.com/1iBxqlLRARjyNkAblgDmk0w469tl

ENQUIRIES ONLY:
Contact Person: Ogotlhe Sathekge - OSathekge@jhbproperty.co.za

Publication Date:
10 November 2026

Closing Date:
23 November 2026

This Vacancy is open to Employees of the City of Johannesburg and External Candidates

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