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CITY OF JOHANNESBURG VACANCIES 055/2018

PERMANENT POSITIONS
Department: Development planning
Branch: Corporate Geo-Informatics

Manager Street Addresses
Salary: R34 515.06pm (basic salary excluding benefits)

Educational requirements and experience: • Degree (NQF Level 7 in Geography / Geo-Informatics / Land Surveying or related subjects • 5 years in GIS and customer service related environment with 1 year's managerial experience.

Job description: • Manage Street address allocation procedures, process and systems for the City of Johannesburg in compliance with the various Acts, By-Law, Policies and Standards applicable. Contribute to the design, implementation, population and maintenance of Street Address Systems in line with user requirements • Ensure accurate and quality street address information and data during street address allocation, validation, capturing, maintenance, implementation and enforcement of allocated street names and street numbers and the correct use and display of allocated numbers • Ensure efficient and effective GIS operations relating to street naming and street address allocations for various development applications as well as monitoring and processing street address workflow tasks • Managing the Key Performance Indicators (KPIs) associated with the HR recruitment process, staff adherence to HR Policies and staff capacity (training).

Contact Person: Sofiah Rahiman. Tel No: (011) 407 6584. Email: SofiahR@joburg.org.za.
Workplace: 158 Civic Boulevard, Braamfontein.

Department: Office of the City Manager
Branch: Group Forensic and Investigation Services (GFIS)

Administration Officer
Salary: R19 632.61 pm (basic salary excluding benefits)

Educational requirements and experience: • Grade 12/Matric Certificate • Three (3) year tertiary qualification or Diploma in Administration / NQF level 6 • Two (2) to four (4) years' relevant experience and proven practical experience in administrative work within legal, forensic investigations or similar field (will be an added advantage) • Basic knowledge in systems such as SAP, BAS, Peral or any other related system • Specialist knowledge of records management practices and report writing • Knowledge of relevant standards as well as the statutory and regulatory framework that govern local government/Private Sector, Provincial and National Government.

Job description: Provide and perform administrative duties, process and procure specific services and records management in order to ensure an effective and efficient administrative support service to the GFIS department and to ensure that all records are managed according to the requirements of the National Archives and Records Service and good governance.

Contact Person: Olga Maluleke. Tel No: (011) 407 6003. Workplace: SAPPI Building, 48 Ameshoff Str, Braamfontein.
Hand deliveries to Human Resources, ground floor, Metropolitan Centre, 158 Civic Boulevard, Braamfontein.

Deputy Director: Information Management
Salary: R44 397.73 pm (basic salary excluding benefits)

Educational requirements and experience: • Bachelor's Degree in Computer Science and / or Forensic Investigation or Policing or Criminal Justice / NQF level 7 • IT background (software and information systems management) will be an added advantage • Qualification in Cyber-crime will be an added advantage • Six (6) years' experience within the Data Management / or Information Management in a Forensic or Policing environment or Criminal Justice systems environment • Three (3) years' experience should be at management level within public service or private sector • Proven success at operating at middle management level, including the management of experienced and professionally qualified staff • Knowledge of forensic investigation processes, control and the identification of systemic weaknesses • Knowledge in the Criminal Justice System (CJS) and data mining/information management systems within the CJS environment • Knowledge in intelligence, profiling, financial and asset tracking and notebook analysis • ECISA, CISAP, CISM, CRISC, SANS or any other security certificate is a plus • Ability to integrate investigation with the risk management processes • Knowledge of data analytics and e-forensics • Translation of data into accessible reports for diverse audiences • Presentation and reporting effectively • Understanding of legal implications of policies • Quality assurance and human resource procedures and regulations.

Job description: The incumbent will be responsible for profiling, data imaging, financial and asset tracking, notebook analysis and liaison on section 208 matters. Monitor and report on progress thereof on all the matters related to information management. Responsible for the development and effective implementation, monitoring strategies, policies and procedures in relations to information management.

Contact Person: Bongani Myeni. Tel No: (011) 407 6808. Email: BonganiM@joburg.org.za.
Workplace: SAPPI Building, 48 Ameshoff Str, Braamfontein.

THREE YEAR FIXED-TERM PERFORMANCE-BASED CONTRACT POSITION
Department: Development Planning
Branch: Spatial Transformation Projects

Unit Head: Spatial Transformation Projects
Salary range: R985 515.28 pa (annual package including benefits)

Educational requirements and experience: • Matric Certificate (NQF Level 4) • Degree in built environment such as building science, town and regional planning, architecture, civil engineering, surveying, project management. (NQF Level 7) • Driver's licence • Ten (10) years' relevant experience, with 5 years at a managerial level in public or private sector; working and collaborating complex technical programmes, including budget preparation and project management.

Job description: The City of Johannesburg is implementing a programme focused on building a resources efficient and resilient Johannesburg internship partnership with the development Bank of Africa (DBSA) and United Nations Environment Programme (UNEP), with co-funding from the Global Environmental Facility (GEF) fund in terms of a joint agreement. This contract position is linked to the lifespan of the funding co-operation agreement. The intention of the collaboration is to Foster City level resilience, resource efficiency and emission reductions. The project outputs include modelling of eco-district prototypes, adoption of revised sustainable, affordable and gender sensitive social housing guidelines, piloting of local urban farming production to improve food quality and inform policy setting; a pilot biogas project constructed and feasibility completed to upscale roll-out; and completion of indicator selection and data collection for evidence-based policy and strategy making. The position will oversee and direct this programme and will provide overall technical, tactical and operational management of the successful execution and implementation of all the four components. The Unit Head: Spatial Transformation Projects will oversee project management and contract administration of the projects within the development of the projects within the Development Bank of Southern Africa (DBS); United Nations Environment Programme (UNEP) and Global Environmental Facility (GEF) funding co-operation by actively driving the technical, administration, contractual, financial, framework and closure. This includes the daily responsibility to manage, coordinate and supervise the implementation of the programme to ensure delivery of results in accordance with the signed agreement and agreed work plans. The incumbent will also provide technical expertise to the EcoDistricts project component, with the focus on resource modelling.

Contact Person: Siphwe Khumalo. Tel No: (011) 407 7085. Email: SiphweK@joburg.org.za.
Workplace: 158 Civic Boulevard, Braamfontein.

These are employment equity targeted positions and preference will be given to EE targeted groups including people with disabilities.

Closing date: 06 November 2018.

The City of Johannesburg is an equal opportunity employer and reserves the right not to make an appointment.

Appointments will be made in accordance with the CoJ's EE Policy. Application letter together with comprehensive CV must be forwarded to the contact details as mentioned above.

If you have not heard from us within 6 weeks of the closing date, please consider your application as unsuccessful.



The National Energy Regulator (NERSA) is a regulatory authority established as a juristic person in terms of Section 3 of the National Energy Regulator Act, 2004 (Act No. 40 of 2004). NERSA's mandate is to regulate the electricity, piped-gas and petroleum pipeline industries in terms of the Electricity Regulation Act, 2006 (Act No. 4 of 2006), Gas Act, 2001 (Act No. 48 of 2001) and Petroleum Pipelines Act, 2003 (Act No. 60 of 2003). The structure of the Energy Regulator consists of nine members, five of whom are part-time and four are full-time, including the Chief Executive Officer (CEO). The Energy Regulator is supported by a secretariat under the direction of the CEO. The Energy Regulator wishes to recruit personnel with appropriate competencies in the following areas:

Internal Auditor

Division: Specialised Support Unit
Package: R 564 672.00 – R 856 608.00 per annum (CTC)
(Ref: HR: 31/18)

Requirements: • Minimum Bachelors' Degree in Internal Auditing or equivalent • Minimum of Five (5) years of relevant working experience • Knowledge of anti-fraud strategies and techniques • Knowledge of Standards for the Professional Practice of Internal Auditing (SPPIA) • Knowledge of Public Finance Management Act (PFMA), Treasury Regulations and GAAP • Knowledge and ability to apply control framework (COSO) and other relevant international standards • Knowledge of Teammate and CAATS (ACL) would be an added advantage • Computer Literacy.

Key responsibilities: Reporting to the Chief Audit Executive, the incumbent will be expected to provide reasonable assurance that the system of internal control implemented by management is adequate to contain risks and maintain effective financial control within limits acceptable to management and to ensure that audit work conforms to the Standards for the Professional Practice of Internal Auditing (SPPIA): The successful candidate will • Assist in providing input with regard to the compilation of the department's operational plan using a risk based methodology • Perform financial, operational, compliance, performance corporate governance and risk management process audits in the organisation • Plan allocated audit projects - creating an audit file for safekeeping of documents • Conduct a full internal audit engagement • Report on work performed in the form of audit findings - identify inadequate, ineffective and inefficient controls for reporting purposes, identify root causes and provide recommendations to address control weaknesses identified • Prepare draft audit findings for conclusion in the audit report • Manage the integrity and timelines of the execution of the annual internal audit plan • Manage adherence to the standards of Internal Audit • Follow-up on agreed management actions of audits • Draft audit and consulting engagement reports • Assist in the investigation of significant suspected fraudulent activities within the organisation and notify management • Promote the function and services of the Internal Audit Department with clients • Provide assistance to external auditors • Attend Audit Committee meetings.

Enquiries for this position should be directed to: **Ms. Masesi Malope on (012) 401-4600.**

Demand and Supply Management Officer

Department: Supply Chain Management, Facilities and Projects
Package: R 413 207.00 – R 636 322.00 per annum (CTC)
(Ref: HR: 32/18)

Requirements: • Minimum National Diploma in Supply Chain Management / Finance / Purchasing or equivalent • Minimum of Three (3) years relevant experience in Supply Chain Management (Demand and Acquisition Management) • Working understanding of the PFMA, Treasury Regulations, PPPFA and its regulations. • Extensive knowledge and application of leading practices in the Acquisition and Demand Management areas.

The candidate must be competent in the following: • Data Analysis Skills • Negotiation Skills • Planning Skills • Research Skills • Problem Solving Skills • Communication Skills • Report Writing Skills • Presentation and Facilitation Skills • Monitoring and Evaluation Skills.

Key responsibilities: Reporting to the Head of Department: Supply Chain Management, Facilities and Projects the successful applicant will be expected to: • Conduct needs assessment by collecting and analysing relevant data, categorising commodities and confirming availability of funds • Conduct a market and industry analysis • Develop and maintain NERSA's pricing catalogue for high value items • Annual review of NERSA's commodity list and monitor supplier relationships • Develop and implement a supplier/enterprise development strategy • Conduct supplier awareness campaigns in line with NERSA supplier commodities • Identify appropriate goals per commodity in terms of preferential procurement policy objectives • Oversee, coordinate and advise on the process of drafting specification / terms of reference and special conditions of contract • Draft, review, and consolidate inputs on Terms of Reference and submit for approval • Collate inputs and compile an Annual Procurement Plan for requirement above and below R500, 000,00 • Align Procurement Plan to NERSA's budget • Review Procurement Plan and amend as when required and report to National Treasury • Monthly monitoring of the performance against approved Procurement Plans • Monitor supplier performance by conducting quarterly supplier performance reviews on long term contracts • Manage NERSA's contract register and ensure that all contracts are renewed on time • Monitor spending against the contract to avoid overspending • Compile reports for management and reporting to National Treasury quarterly on acquisitions, deviations and variations.

Enquiries for this position should be directed to: **Mr. Nthupheni Ragimana on (012) 401-4600.**

The employment decision shall be informed by the Employment Equity Plan of the organization.

CLOSING DATE: 6 November 2018

Interested persons can forward a comprehensive CV to **applications@nersa.org.za** or National Energy Regulator of South Africa, Human Resources Department, PO Box 40343, Arcadia, Pretoria, 0007, for attention: **Ms. Elizabeth Duma.**

NB: Applications received from recruitment agencies will not be accepted.

Persons with disabilities are encouraged to apply.

If you do not hear from NERSA within one month of the closing date, please accept that your application was unsuccessful.



Rand Water hereby invites suitable candidates as per Rand Water's requirement to apply for the following:

RE-ADVERTISEMENT
CUSTOMER SERVICE CENTRE MANAGER
COO Portfolio | Location: Rietvlei

Overall responsibility: • Provide excellent customer service to serve the needs of Rand Water's internal and external customers • Planning and implementation of customer relationship management systems • Improving customer service experience and create engaged customers • Taking ownership of customers issues and following problems through to resolution.

Job requirements: • B Degree in Marketing or equivalent qualification • Customer service centre training qualification will be an added advantage • At least 5 years' management experience in the water sector customer service centre environment • Customer service centre systems management and operations of the water industry • Experience of contemporary Call Centre Technology and practices. **Desirable experience and qualifications:** Post graduate qualification in Business Management or marketing • Ability to develop and manage multi-stakeholder relations • Strategic team member of the development of new customer care systems.

Notice Number: 3696

In making the final selection, consideration will be given to achieving Rand Water's Employment Equity Objectives.

For a detailed job specification and to apply, please log onto our website at www.randwater.co.za under "People and Employment".

Closing date: 26 October 2018

NB: Rand Water, as an organisation, has the right to fill or not fill any advertised positions.

Should you not receive correspondence from Rand Water within 30 days of closing date, please accept that your application has been unsuccessful.

www.randwater.co.za

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Make your career work for you.