

Johannesburg Water (SOC) Ltd is a municipal entity owned by the City of Johannesburg. Its core purpose is to provide water and sanitation services to approximately 5.3 million people of Johannesburg. It has a R8.3 bn turnover employing ± 2600 people. Johannesburg Water will ensure that the selection and recruitment process is employment equity compliant and in line with the company's EE plan.

**PERMANENT POSITIONS (REF NO: JW335/2018)**

**METER TECHNICIANS (23 POSTS)**

**ANALYST: CHEMISTRY**

**DRAUGHTSPERSON (CIVIL & STRUCTURAL)**

**PROJECT INSPECTOR (OHS)**

**NEW DEVELOPMENT INSPECTOR**

**PROJECT CO-ORDINATOR**

**HUMAN RESOURCE ADMINISTRATOR**

For more information on the above positions and to apply, please go to our website at <https://www.johannesburgwater.co.za/about/careers/>  
**Closing date: 06 December 2018.**

Correspondence will be conducted with short listed candidates only. Should you not hear from us within two weeks of the closing date please consider your application unsuccessful.



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**CITY OF JOHANNESBURG VACANCIES**

064/2018

**PERMANENT POSITIONS**

Department: Development Planning

Branch: Regulatory and Management Support

**Manager: Stores and Procurement**

Salary: R34 515.06 pm (basic salary excluding benefits)

Educational requirements and experience: • Grade 12/NQF level 4 plus degree in Business and Accounting (NQF level 7) • Seven (7) years' relevant finance experience with at least three (3) years in a procurement position.

Job description: The incumbent will be required to manage and control processes associated with the procuring and/or specific services through interaction and communication internally and externally on aspects pertaining to the availability of products and/or alternatives, pricing, quality, lead times and services delivery standards against agreed terms and conditions. Attend to specific administrative information and reporting requirements. This section services the following Directorates in Development Planning: • Office of the Executive Director • Strategic Support • Regulatory and Management Support • Building Development Management • Land Use Development Management • Corporate Geo Informatics • City Transformation • Alexandra Renewal Project • Office of the MMC.

Contact Person: Leyandre Ndlovu. Tel No: (011) 407 6588. Email: LeyandreN@joburg.org.za.  
 Workplace: Metropolitan Centre, 158 Civic Boulevard, Braamfontein.

Department: Housing

Branch: Business Management Support

**Director: Business Management Support**

Salary: R55 042.66 pm (basic salary excluding benefits)

Educational requirements and experience: • Grade 12 plus a Degree in Public Administration/NQF level 7 is required • Ten (10) years' experience in Local Government in a Senior Management position • Qualification and experience in terms of minimum competencies prescribed by National Treasury • Knowledge of Local Government and human settlements legislation • Ability to manage change, people, resources, interfaces, relationships and self as a leader • Sound judgement and high decision-making ability.

Job description: Establish, lead and give strategic direction to all Units within Housing Department as well as developing the departmental service delivery and implementation plan, monitoring and implementing Policies and Procedures for support services including Administration and communication of the programmes and deliverables of the department in line with the strategic framework of the City. Coordination and provision of effective and efficient processes that would lead to increase in productivity and delivery of the Core mandate of delivery of Housing and security of tenure in the City. Provide budgeting process in terms of prescribed Council cycles, programme management and risk management.

Contact Person: Gordon Baitsile. Tel No: (011) 018 6751. Workplace: 222 Smit Street, Braamfontein.  
 Hand deliveries: 222 Smit Street, Braamfontein.

Department: Group Corporate and Shared Services

Branch: Group SHELA & FCM

**Head: Fleet Compliance and Management**

Salary: R55 042.66 pm (basic salary excluding benefits)

Educational requirements and experience: • Matric plus a Degree in Fleet Management or Transport Management & Logistics or Business Administration or equivalent (NQF level 7) • Five (5) years' experience in Local Government/Private Sector in Fleet, Contract Management and Project Management • Qualification and experience in terms of minimum competencies prescribed by National Treasury • Knowledge of computer packages i.e. MS Office, Word, Excel, PowerPoint, E-Mail and Internet, SAP applications, Local Government and MFMA • Skills required: Knowledge of contract management; report writing, risk management; communication (verbal and written), negotiation, diplomacy, international relations, protocol and etiquette; excellent interpersonal and project management • Ability to work under pressure • May be required to travel outside of the boundaries of the City of Johannesburg from time to time • May be required to work irregular hours without claiming for payment (as and when need arises) • Required to attend certain duties outside of the office i.e. meeting with stakeholders and sub units/service providers • Must have a valid driver's licence and own transport.

Job description: The appointee will lead and direct the provision of comprehensive and effective fleet sourcing and management services to the CoJ Group i.e. Core Administration Departments, Regions and Municipal Entities as well as take responsibility for the following disciplines: • Perform official and symbolic duties as head of the Sub Unit • Develop appropriate work environments and develop subordinates • Cultivate and maintain a network of external contracts to share or gather information • Gather relevant internal and external information for use by or to the benefit of the organisation • Transmit factual and value-based information to subordinates • Communicate the performance and policies of the organisation to Stakeholder • Design and initiate change within the organisation • Tackle and resolve unforeseen occurrences and operational breakdowns • Authorise and control the use of organisational resources • Participate in negotiation activities with other organisation, institutions and individual for the benefit of the organisation.

Contact Person: Samuel Masonono. Tel No: (011) 407 6939. Email: Samuelma@joburg.org.za  
 Workplace: Metropolitan Centre, 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: 04 December 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 Services Sector Education and Training Authority (SSETA), a statutory body established in terms of the Skills Development Act of 1998, seeks to appoint interns for the provincial offices as follows:

- **Manager: Online System Development**
- **Manager: Research, Dialogue, Monitoring and Evaluation**
- **Manager: Business Development Services**
- **Senior Officer: Brand Communication (External Communication)**
- **Intern: Transformation x1 (Head Office)**
- **Interns: Learning Intervention Project Coordination (Head Office)**
- **\* Administration x2**
- **\* Verification x4**
- **\* Project Coordination x4**
- **Interns: Certification (Head Office)**
- **\* Administration x5**

For a detailed description of the above positions, please visit the Services SETA website: [www.serviceseta.org.za/vacancies](http://www.serviceseta.org.za/vacancies)

The closing date for all applications is Friday, 7 December 2018. Applications received after the closing date will not be considered. The Services SETA reserves the right not to make an appointment. All applications should be submitted through the Services SETA vacancy portal. If you do not hear from the Services SETA within 2 months of the closing date, please consider your application unsuccessful.  
**www.serviceseta**

Human Communications 144536

**Gauteng Partnership Fund (GPF) Appoints New CEO**

The Gauteng Partnership Fund (GPF) has appointed Simphiwe Dzungwa as the new Chief Executive Officer (CEO, effective 01 November 2018. Dzungwa succeeds Geoffrey Makhubo, who has been at the helm of GPF in his capacity as Acting CEO since October 2017.

"We thank Mr. Geoffrey Makhubo whose excellent leadership over the past year has advanced the development of integrated mega human settlements in Gauteng," concludes Ms. Mthimanya.

**ABOUT GPF**  
 PF is the capital raising and implementing agent of identified mega human settlements in the Gauteng Province. GPF boasts a successful track record of leveraging additional capital to finance housing developments.

Through its relationships and partnerships with finance institutions, developers, local and provincial government, the organization has mobilized funding and facilitated the development of affordable housing units, and built its fund management experience.

As an implementing agent of the Gauteng Department of Human Settlements, the GPF draws from its experience and knowledge of rental and social housing as well as the provision of student accommodation to ensure that the features of the overall mixed-use development of a mega project are properly implemented.

He brings a diverse bouquet of skills, stemming from his extensive senior management experience in government, as well as both private and public sector organisations - locally and internationally.

"Following an extensive search for a new CEO, the GPF Board is pleased with the appointment of Mr Dzungwa, who has vast and relevant experience in local government and finance," says Ms Lindwe Mthimanya, Chairperson of the Board.

GPF'S VISION IS TO BE:

"A partner of choice in catalysing funding and development of integrated and sustainable human settlements in Gauteng"



For more information, please contact: Ntombenhle Gwina, Marketing and Communications Manager

011 685 6600 info@gpf.org.za www.gpf.org.za

**GAUTENG GROWTH AND DEVELOPMENT AGENCY**

**CALL FOR APPLICATIONS**

The Gauteng Growth and Development Agency (GGDA) is the implementation arm of the Gauteng Department of Economic Development. The GGDA is entrusted with the mandate to lead, facilitate and manage sustainable job creation and inclusive economic growth and development in the Gauteng City Region through subsidiaries such as AIDC; TIH; GIDZ; Constitution Hill and Greater Newtown Board through:

- Enabling economic development that is focused on creating sustainable jobs by facilitating the focused delivery of key national and provincial programmes of action.
- Strategically positioning the province into a globally competitive city region.
- Facilitating partnerships and create linkages across the province in order to maximise service delivery outcomes.
- Supporting the development of key Sectors of Economy in line with established economic and industrial policies of the province.

To fulfil this mandate, the Gauteng Growth and Development Agency (GGDA) is recruiting for the following positions:

- Senior Manager Business Intelligence
- Senior Programmes Manager (Enterprise Project Management Office)
- Civil Engineer / Planning Specialist (Special Economic Zone)
- Group Senior Manager: SCM
- Manager Procurement
- Manager Marketing and Communications – Constitution Hill
- Human Resources Administrator
- Receptionist – Constitution Hill
- Project Officer (Special Economic Zone)
- Personal Assistant / Departmental Administrator to the Group Chief Finance Officer
- Personal Assistant to the Group Executive: Trade Investment and Regulatory Enablement

For full details on the above positions, including minimum requirements, qualifications and experience please visit the following respective website - [www.ggda.co.za](http://www.ggda.co.za)

For GGDA positions enquiries and applications to be addressed to [recruitment@ggda.co.za](mailto:recruitment@ggda.co.za)

The closing date is 10 December 2018 at 12:00HRS midday, diversity is encouraged, preference will be given to Women, Youth and People with Disabilities and only shortlisted candidates will be contacted.

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**RECRUIT EMPLOYEES**