

CITY OF JOHANNESBURG VACANCIES

019/2017

PERMANENT POSITIONS

Department: Group Finance
Branch: Group Financial Accounting

Assistant Director: Group Financial Reporting

Salary: R36 079.66 pm (basic salary excluding benefits)

Educational Requirements and Experience

- B Compt (Honours) / NQF level 8 with Articles plus one (1) to three (3) years' experience after Articles; OR
- B Compt / NQF level 7 with Articles plus one (1) to three (3) years' experience after Articles.
- Registration with a Professional Body will be an added advantage.
- Three (3) years' plus experience in the compilation, analysis and interpretation of financial statements.
- Qualification and experience in terms of minimum competencies prescribed by National Treasury would be an added advantage.
- Experience in Caseware or other reporting software.
- Understanding of International Financial Reporting Standards (IFRS)/ Generally Recognised Accounting Practise (GRAP).
- Understanding of Municipal Finance Management Act and other National Treasury regulations.
- Computer literacy (MS Office and Access).
- Ability to analyse and interpret financial information.

Job Description:

Perform a wide range of complex accounting functions including analysis of the City's financial information. Perform a supporting role to the Deputy Director, Director: Group Financial Reporting and the Unit Head: Group Accounting.

Contact Person: Mkhuleko Shongwe
E-Mail: KediboneMok@joburg.org.za
Tel No: (011) 358 3578
Workplace: 66 Jorissen Place, Braamfontein

Department: Group Finance
Branch: Core Accounting

Assistant Director: Financial Statements

Salary: R36 079.66 pm (basic salary excluding benefits)

Educational Requirements and Experience

- B Com (Honours) / NQF level 8 / CTA.
- Part 1 of SAICA exam would be an added advantage.
- Qualification and experience in terms of minimum competencies prescribed by National Treasury.
- Three (3) to six (6) years' experience at middle management level.
- Analytical thinking and mental alertness.

Job Description:

Assist with overseeing the Core Financial Accounting for the City of Johannesburg.

Contact Person: Bonokwakhe Ngcobo
E-Mail: Ngcobob@joburg.org.za
Tel No: (011) 358 3854
Workplace: 66 Jorissen Place, Braamfontein

Department: Group Finance
Branch: Group Financial Accounting

Deputy Director: Group Financial Reporting

Salary: R41 493.20 pm (basic salary excluding benefits)

Educational Requirements and Experience

- B Compt (Honours) degree with Articles / NQF level 8.
- Three (3) to four (4) years' relevant experience. In accounting and financial management in either public or private sector.
- Two (2) to three (3) years' managerial experience.
- CA (SA), CIMA or any other equivalent professional accounting/finance qualification.
- Three (3) to five (5) years' experience in the compilation, analysis and interpretation of financial statements.
- Qualification and experience in terms of minimum competencies prescribed by National Treasury would be an added advantage.
- Experience in Caseware and other reporting software.
- Understanding of International Financial Reporting Standards (IFRS)/Generally Recognized Accounting Practice (GRAP).
- Understanding of Municipal Finance Management Act and other National Treasury Regulations.

Job Description:

Perform a wide range of complex accounting functions including analysis of the City's financial information. Perform a supporting and advisory role to the Director: Group Financial Reporting and Unit Head: Group Accounting and ultimately the Group Chief Financial Officer.

Contact Person: Mkhuleko Shongwe
E-Mail: Mkhulekos@joburg.org.za
Tel No: (011) 358 3578
Workplace: 66 Jorissen Place, Braamfontein

Department: Group Finance
Branch: Treasury

Group Head: Treasury

Salary: R69 123.09 pm (basic salary excluding benefits)

Educational Requirements and Experience

- Degree and post graduate qualification in Finance and Investment Management or associated discipline (NQF level 8), but candidates with extensive relevant work experience and a proven track record would be considered.
- Relevant Master's Degree or CA(SA) or CFA qualification /NQF level 9 will be an added advantage.
- At least ten (10) to twelve (12) years' relevant experience in Treasury, Investment or Asset Management in either the public or private sector with five (5) years' senior managerial experience.
- Qualification and experience in terms of minimum competencies prescribed by National Treasury would be an added advantage.

- Problem resolution experience requiring strong analytical skills, sound judgement and ability to work effectively with technical staff.
- Sound knowledge of legislation, particularly relating to finance and treasury.
- Principles and practices of Risk Financial Management.
- Conduct and direct financial-based research and analysis projects.

Job Description:

The Group Head is responsible for the safeguarding and accounting for the City's assets by acting as the City's Central Banker which includes all Cash Management, Debt Management, Investments Management and Related Risk Management activities in terms of the stipulated policy directives and relevant legislation. Also responsible for the development of the City's financial forecasting processes as well as provide Strategic guidance and support to the Chief Financial Officer. Roles and responsibilities will include:

- Managing the centralized treasury function of the City – Central Banker;
- All cash, investment borrowings dashboard reporting;
- Investors and ratings agency relations; and management of the City's investment funds and investor reporting;
- Strategic support to CFO regarding Financial Strategy and long and medium term Financial Planning for the City;
- Management of the City's integrated financial modelling capability and the analysis and the recommendations arising from such;
- Ensure implementation of financial strategy aimed at ensuring operational plans and financial sustainability are achieved;
- Ensure that the City is adequately funded at all times;
- Manage the raising of external long term borrowings and bridging finance for short term borrowings;
- Management of the City's assets and liabilities (investments and borrowings);
- Implementation and management of appropriate/best practice financial market risks, credit risk, counterparty risk and operation risk policies/models;
- Management of the City's Cash Flows and Liquidity risks.
- Management and oversight of bond insurances and dealing operations;
- Management of City assets and liabilities (investment and borrowings);
- Business management of the Unit;
- People management.

Contact Person: Bonokwakhe Ngcobo
E-Mail: ngcobob@joburg.org.za
Tel No: (011) 358 3854
Workplace: 66 Jorissen Place, Braamfontein

THIS POSITION IS AIMED AT RE-ENFORCEMENT OF STAFFING LEVELS IN PREPARATION FOR EXPANSION OF EXTENDED SERVICE HOURS

Department: Health
Branch: District Health Systems

General Worker

Salary: R7 546.71 pm (basic salary excluding benefits)

Educational Requirements and Experience

- Grade 8 / 10 is required.
- Two (2) years' relevant experience.

Job Description:

The position will undertake cleaning duties of clinics under supervision in the prescribed way so as to facilitate the delivery of acceptable health care services and standards.

Contact Person: Maggie Sibiba
Tel No: (011) 237 8023
Workplace: Region A
Hand deliveries to 875 16th Road Randjespark Midrand

Contact Person: Tholakele Zitha
Tel No: (011) 582 1502
Workplace: Region E
Hand deliveries to 137 Daisy Street, cnr Grayston, Sandton

Contact Person: Mantombi Dlamini
Tel No: (011) 211 8903
Workplace: Region G
Hand deliveries to 1 Katz & Smith Walk Rd, Ennerdale Ext 9

Department: Social Development
Branch: Targeted Beneficiaries Unit

Sub Unit Head: Skills Development

Salary: R41 493.20 pm (basic salary excluding benefits)

Educational Requirements and Experience

- Bachelor's degree or relevant qualification in Economics, Skills Development, Social Sciences, Public Administration or Management/NQF level 7.
- Eight (8) years' experience of which four (4) years is obtained at senior management level.
- Key competencies include economic analysis, management of service providers, coordination of processes and programmes; project management; report writing and good interpersonal skills.

Job Description:

Lead, direct and control the Targeted Beneficiaries Programmes Section in the Social Development Department, in the implementation of strategies, policies and procedures related to skills development programmes throughout the City of Johannesburg and ensuring that these policies and procedures are in line with National skills strategies, City of Johannesburg GDS 2040 Strategy, Integrated Development Plan and the Social Development Strategy on skills development. Manage and mobilize resources for the implementation of skills development initiatives in the City. The incumbent will lead and manage performance of staff including their development within the directorate.

Contact Person: Lungile Zwane
E-Mail: LungileZw@joburg.org.za
Tel No: (011) 407 6789
Workplace: Various Regions

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

Closing date: 15 May 2018

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

Appointment will be made in accordance with the COJ's EE Policy.

An application letter together with a comprehensive CV must be forwarded to the contact details as mentioned above.

Applications must contain at least 3 referees.

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

