

Permanent Positions

• Department: Community Development • Branch: Finance

Head: Supply Chain Management

Salary range: R38 648.66 per month (basic salary excluding benefits)

Educational requirements and experience:

• A Bachelor's degree in Finance or degree in Supply Chain Management/NQF level 7 • 8 years' relevant experience, of which 3 years should be at least Senior level, as well as considerable management experience at senior level in the supply chain management field • Qualification and experience in term of minimum competencies prescribed by National Treasury • A full understanding of GRAP MFMA and SCM Regulations will be advantageous.

Job description:

The successful candidate will manage, direct and review the framework of compiling reports of respective Bid Adjudication Committees and maintain such standard format that will ensure consistency and accuracy of data captured, as well as compliance to the prescripts of the MFMA, Municipal Supply Chain Management Regulations and other applicable pieces of legislation (eg PPPFA and its regulations within Community Development through Group SCM).

Applications for this position, including a comprehensive CV, should be forwarded to e-mail: johannafa@joburg.org.za

Enquiries: Johanna Fashi, tel. (011) 407-6552

• Department: Group Finance • Branch: Customer Interface: Technical Call Centre

Customer Relations Agent: Technical Call Centre: Water & Power/Refuse

Salary: R11 640.06 per month (basic salary excluding benefits)

Educational requirements and experience:

• Grade 12/NQF level 4 • 2 years' previous call centre experience within a municipal or related industry • Computer literacy • The ability to work shifts (24 hours).

Job description:

The successful candidate will interact with City of Johannesburg citizens by phone and any other customer channels by accurately logging services requests, answering enquiries and questions, handling complaints, troubleshooting problems, providing information, collecting information and escalating priority.

Applications for this position, including a comprehensive CV, should be forwarded to e-mail: AnaliseB@joburg.org.za

Enquiries: Annelise Botha, tel. (011) 375-8153

• Department: Health • Branch: District Health Services

General Worker

Salary range: R7 029.35 per month (basic salary excluding benefits)

Educational requirements and experience:

• A Grade 8 or 10/NQF level 1 or 2 • 2 years' relevant experience.

Job description:

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

Applications for this position, including a comprehensive CV, should be forwarded to fax: (011) 211-8934

Enquiries: Sithembile Masondo, tel. (011) 211-8935

Branch: Environmental Health

Pest Control Operator

Salary range: R7 380.82 per month (basic salary excluding benefits)

Educational requirements and experience:

• A Grade 8 • A minimum of 1 year's relevant experience • An understanding and knowledge of acceptable practice, procedures with regards to vectors and poisons • Communication skills.

Job description:

The successful candidate will eradicate vectors and diseases by undertaking activities that include operating and maintaining equipment and preparing for daily tasks. The person will work under supervision of the Pest Control Team Leader.

Applications for this position, including a comprehensive CV, should be forwarded to e-mail: carolinar@joburg.org.za or fax: (011) 761-0205/472-0016

Enquiries: Carolina Raaths, tel. (011) 761-0206 or Thembeke Ntsibande, tel. (011) 472-0248

Branch: District Health Services

Health Promoter

Salary: R11 640.06 per month (basic salary excluding benefits)

Educational requirements and experience:

• A Grade 12/NQF level 4 plus certificate in Health Promotion or equivalent or necessary competencies developed through experience • A proven record track would be an added advantage • 2 years' experience in health promotion within communities.

Job description:

The successful candidate will assist in the implementation, monitoring and control of community developmental programmes aimed at empowering communities to take responsibility in improving their overall health status. This includes health promotion and education, clinical support and administration.

Applications for this position, including a comprehensive CV, should be forwarded to fax: (011) 681-8209/8205.

Enquiries: Patricia Magingxa, tel. (011) 681-8166/8205

Department: Social Development

Branch: Integrated Social Development Policy Planning, Partnership and Research

Unit Head: Social Development Policy Planning, Partnership and Research

Salary range: R47 915.18 per month (basic salary excluding benefits)

Educational requirements and experience:

• Bachelor's degree in Social Science/NQF level 7 qualification with knowledge of gender, social protection, public policy, demography and statistics • Knowledge of Government environment programmes and projects as well as MFMA • Qualification and experience in terms of minimum competencies prescribed by National Treasury • Minimum of 10 years' experience as a specialist within local government, of which 5 years should have been at senior management level • Statistical, research, monitoring and evaluation and partnership and stakeholder management skills.

Job description:

The successful candidate will lead and provide strategic direction to the Directorate as well as control, monitor and evaluate the development and implementation of the social development policies, research, partnership attraction and development and planning processes. In addition, he/she will provide support, advice and oversee policy development and analysis as well as support service delivery through strategic and programme planning processes and tools, coordinate strategic, business and operational planning processes within the Department and facilitate intergovernmental programmes and project management systems and support. Further responsibilities include providing policy coordination and research analysis services and assisting executive management in taking informed decisions on Social Development policy matters based on the Social Development management information and research findings.

Applications for this position, including a comprehensive CV, should be forwarded to e-mail: socialdevhr@joburg.org.za

Enquiries: Margaret le Grange, tel. (011) 407-6828/7472

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

Closing date: 11 May 2017

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.

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

