

Permanent Positions**Division: Group Forensic and Investigation Services****Department: Office of the City Manager****Salary Range: R43 259.21 pm (basic salary excluding benefits)****Deputy Director: Special Projects**

Educational Requirements and Experience: • An appropriate Bachelor degree in forensic Investigation (NQF level 7) • A full or associate membership to professional body such as ACFE, ICFP, Ethics SA, Compliance institute will be an added advantage • Seven (7) years' experience required within fraud and corruption investigation environment of which three (3) should be at management level within public service or private sector • Proven success operating middle management level, including the management of experienced and professionally qualified staff • Knowledge of forensic investigation processes, controls and identification of systemic weaknesses • Ability to integrate investigation with the risk management processes • Knowledge of data analytics and e-forensics • Translation of data into accessible report for diverse audiences • Presentation and reporting effectively • Understanding of legal implication of policies • Quality assurance and human resource procedures and regulations.

Job Description: • The Deputy Director: • Special project is responsible for, the development and effective implementation of strategies, policies, procedures and response plan • He/she will also monitor and report on progress thereof on all the identified projects.

Contact Person: Bongani Myeni, **E-Mail:** BonganiM@joburg.org.za **Tel No:** (011) 407 6809**Workplace:** SAPPI Building**Division: Special Projects****Department: Office of the City Manager****Salary Range: R34 352.09 pm (basic salary excluding benefits)****Assistant Director x2**

Educational Requirements and Experience: • Bachelor's degree in development studies or the built environment/NQF level 7 • Seven (7) years' relevant experience, of which two (2) years must be management experience.

Job Description: • Provide strategic guidance and planning to implement the Inner City regeneration strategy • Formulate and implement frameworks, policies, precinct plans and development strategies of high complexity and the initiation of development projects and programmes • Management of the Development Processes, projects and programmes as well as the capital planning process • Direct interface and recommendations to the political level, senior officials and public • Provide research analysis of development trends and formulate growth management strategies.

Contact Person: Pelisa Sindelo, **E-Mail:** PelisaS@joburg.org.za **Tel No:** (011) 407 6560**Workplace:** SAPPI Building**FIXED-TERM PERFORMANCE-BASED CONTRACT POSITION****Division: Mayoral Communications****Department: Private Office of the Executive Mayor****Salary Range: R671 846.16 per annum****Assistant Director: Mayoral Communications**

Educational Requirements and Experience: • A Degree in Communications or associated discipline, but candidate with extensive relevant work experience and a proven track record would be considered • Five (5) – eight (8) relevant experience in communications and/or public relations in either the public or private sector • It is necessary that the successful applicant has management experience • Through understanding of IT innovation in communications and their potential application to the communications and media relations environment • Knowledge of Local Government environment, programmes and projects • Knowledge of Local government and all its functions • Knowledge of Communications and media liaison principles • Ability to lead and improve strategic communications within the City.

Job Description: • Promote and provide strategic communications support to the Directors within the Office of the Executive Mayor by defining and interfacing with appropriate target audiences through available communications channels so as to support identified strategic objectives as set by the Executive Mayor and Mayoral Committee, this will be achieved as the incumbent fulfils their role by jointly working together with the Director: • Oversee the construction of messaging to which clearly articulates the strategic objectives and priorities set the Executive mayor and Mayoral Committee • Provide a comprehensive communications, research and content management service • Coordinate line communications functions within the communications office of the Executive Mayor • Offer a coherent media management function • Enhance the effectiveness of Public Relations • Provide the media liaison service as and when required to the Executive Mayor, City Manager and other Director's as may be determined from time to time.

Contact Person: Tsholofelo Tlhotlhomisang, **E-Mail:** TsholofeloT@joburg.org.za **Tel No:** (011) 407 6311**Workplace:** 158 Civic Boulevard, Metropolitan Centre Braamfontein

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

Closing date: 04 October 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 letters, together with a 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.