

PERMANENT POSITIONS**Department: Citizen Relationships & Urban Management****Branch: Management Support****Officer: Quality Assurance & Reporting****Salary: R19 632.61 pm (basic salary excluding benefits)**

Educational Requirements and Experience: • Relevant diploma / NQF level 7 is required. • At least two (2) years in Local Government or Performance Management, preferably with a good background in writing and organizational skills. • Advance knowledge of performance Management System. • Computer literacy – MS Software Applications **Job Description:** Implement a quality Assurance and Reporting system into the Region for purpose of evaluating the success or otherwise of actions and interventions taken to address service delivery break down and determine quality levels.

Contact Person: Mpowe Mokoena **E-Mail:** antoinetten@joburg.org.za **Tel No:** (011) 986 0138
Fax No.: (011) 986 0209 **Workplace:** Region D

Department: Citizen Relationships & Urban Management**Branch: Integrated Service Delivery and Urban Management****Deputy Director: Integrated Service Delivery and Urban Management****Salary: R44 397.73 pm (basic salary excluding benefits)**

Educational Requirements and Experience: • Relevant degree / NQF level 7 in e.g. Public Administration / Public Management, Community Development, Urban Management or equivalent degree. Post graduate qualification would be an added advantage. • At least five years in management, preferably with a good background in local government and /or public service. **Job Description:** To provide an efficient and effective integrated service delivery and solutions, Service Level Agreement monitoring, reporting and compliance, urban management regulatory and compliance in the region, by ensuring that acceptable levels of municipal services are rendered throughout the region and to direct, manage and co-ordinate all administrative and operational activities relating to service delivery and urban management thus ensuring that the unit meets the goals and objectives of citizen relationship and urban management function of the City; and this includes strategic management of the regional visible service delivery interventions inclusive of Joburg 10 plus programme in an integrated, efficient and coherent manner. The incumbent is expected to develop and implement regional strategies, solutions and systems to enhance joint service delivery planning, execution, monitoring by entities and central departments, undertake impact assessment of service delivery and facilitation of urban safety initiatives through engaged active citizenry at regional level as well as implement programmes and projects aimed at building sustainable and better urban environment and communities.

Contact Person: Mpowe Mokoena **E-Mail:** antoinetten@joburg.org.za **Tel No:** (011) 986 0138
Fax No.: (011) 986 0209 **Workplace:** Region D

Department: Citizen Relationship and Urban Management**Branch: Office of the Group Head - Citizen Relationship Management****Regional Director****Salary Range: R55 042.66 pm (basic salary excluding benefits)**

Educational Requirements and Experience: • A B-degree / NQF level 7 in an appropriate field example Public Management / Administration, Engineering, Planning, Accounting, Economics, Development Planning etc. • At least seven (7) years' experience in a senior management position within Local Government. • Knowledge of Local Government environment. • Knowledge of contract management principles and the ability to lead and improve service delivery within the City. **Job Description:** To assume all responsibilities of the Regional Executive Head of the Region (Region A-G) and support the City Manager in the localized urban management governance functions by ensuring that the COJ is providing a single point of accountability in the seven regions i.e. the provision of localized citizen and customer contract points and that the regions act as a central mechanism to mobilize citizens. Strengthen the central mobilization of community participation, NGOs, ratepayer organizations and business to actively participate in the planning and implementation of the City's service delivery programme to achieve long-term development. To provide advice to management and leadership on all issues pertaining to the region. The Regional Directors serve as the eyes, ears and mouthpiece and activators of the City on issues of services delivery, urban management and citizen relationship.

Contact Person: Themba Nkabinde **E-Mail:** themban@joburg.org.za **Tel No:** (011) 080 9311
Workplace: Region D

Department: Environment and Infrastructure Service Department**Branch: Infrastructure Planning and Coordination****Head: Infrastructure Coordination and Asset Management.****Salary Range: R38 605.24 pm (basic salary excluding benefits)**

Educational Requirements and Experience: • BSC or B-Tech degree / NQF level 7 in Engineering field • Must be registered with SACPCMP and ECSA. • Five (5) - seven (7) years in a middle or senior management function in any of the Engineering Fields. **Job Description:** • To coordinate the City's Departments and Municipal Entities in evidence-based planning, prioritization and investments for engineering infrastructure over the long term in line with the City's long term special vision. To provide technical support to the Municipal Entities in updating their Asset registers to achieve and maintain compliance with applicable asset management norms and standards. • To direct the Sub Directorate to meet its mandate and to execute its duties by managing and delivering on its core operational and strategic managerial outputs.

Contact Person: Thuli Mazibuko **E-Mail:** esidrecruitment@joburg.org.za **Tel No:** (011) 587 4301
Workplace: 118 Jorissen Traduna House

This position is aimed at re-enforcement of staffing in preparation for the extended clinic hours

Department: Health**Branch: District Health Systems****Data Coordinator****Salary Range: R13 371.55 pm (basic salary excluding benefits)**

Educational Requirements and Experience: • Grade 12 / NQF level 4. • NQF level 5 Certificate with numeric subjects and have a DHIS course. • One (1) year workplace / experiential learning. • Basic knowledge in calculations data collection collation and quality checking. • Computer literacy, MS Office Applications. (MS Word and Excel) • Attention to detail, good communication skills, interpersonal skills and logical thinking. **Job Description:** Responsible for capturing, updating and cleaning of District Health Information data; checking quality of the captured data; generating pivot tables and system generated reports. Assist in health facility data validations. Responsible for ensuring the health data from eHealth is complete, accurate and is uploaded timeously into other City, Provincial and National systems.

Contact Person: Mathibe Monyamane **Tel No:** (011) 861 8133 **Fax No:** (011) 861 8209
Workplace: Region F (80 Albert Str Clinic)

Hand deliveries to Eureka House, 92 Marlboro Rd, cnr Rosettenville, Springfield

This position is aimed at re-enforcement of staffing in preparation for the extended clinic hours

Department: Health**Branch: District Health Systems****Medical Doctor****R38 605.24 – R52 515.98 – R66 430.38 (basic salary excluding benefits)**

Educational Requirements and Experience: • Degree in Health Science (MBChB) / NQF level 8. • Current registration with Health Professions Council of South Africa (HPCSA). • Five (5) years' experience in working in a primary health care setting. • Knowledge of Legislation, best practices and policies and procedures on Health. • MS Office and good communication skills. **Job Description:** Render Primary Health Care Services within the DHS legal framework and in terms of the National Norms and Standards. Render clinical, medical and emergency services within the relevant scope of practice and in support of the NHI implementation process.

Facilitate and support the education and training of medical, pharmaceutical and nursing staff. Participate in research within the City and conduct health promotion. Be involved with outreach programmes and other community based health related activities. Support management in all health related issues.

Contact Person: Promise Mbezi **E-Mail:** promisemb@joburg.org.za **Tel No:** (011) 407 7048
Workplace: Various Regions

Department: Office of the City Manager**Branch: Group Forensic and Investigation Services****Assistant Director: Financial and Assets Tracking****Salary: R38 605.24 pm (basic salary excluding benefits)**

Educational Requirements and Experience: • A relevant tertiary qualification related to finance at NQF level 7. • Four (4) – eight (8) years' experience in financial sector with comprehensive understanding of billing and revenue collection • Computer literacy (all Microsoft programs), project management, analytical and attention to detail. • Advance SAP, BAS or relevant system administration skills. • Knowledge of the local government environment and understanding of the City's billing and revenue collection processes • Knowledge of relevant policies and standards including the MFMA and other statutory and regulatory framework within which the City's finance department function; • Understanding of various systems used within the City such as SAP, BAS or relevant Systems, Data Management Systems, Electronic Document Management Systems, Outlook, etc. **Job Description:** The Assistant Director: Financial and Assets is responsible for tracking reports to the Deputy Director: Information. Perform forensic research on and analysis of the City's financial data to identify potential fraud and /or revenue loss or the misappropriation of its finances.

Contact Person: James Netshidzani **E-Mail:** jamesnet@joburg.org.za **Tel No:** (011) 407 6562
Workplace: 48 Ameshoff Street, Sappi Building Braamfontein.

Department: Office of the City Manager**Branch: Group Forensic and Investigation Services****Assistant Director: Theft of City Assets****Salary: R38 605.24 pm (basic salary excluding benefits)**

Educational Requirements and Experience: • An appropriate 3 year Degree / NQF level 7 in Forensic Investigation or Policing. • Full or Associate Membership to professional bodies such as ACFE, ICFP. • Four (4) – eight (8) years' experience required within forensic investigation environment of which 2 years' experience should be at supervisory level within public service of private sector. • Proved success at operating at supervisory level, including the management of experience and professionally qualified staff. • Knowledge of forensic investigation processes, controls and the 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 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 Assistant Director: Theft of City Assets is responsible reports to Deputy Director: Theft of the City Assets is responsible for the effective implementation of strategies, policies, procedures and response plan. Monitor and report on progress thereof on all the matters related to Theft of the City Assets and report to Deputy Director.

Contact Person: Bongani Myeni **E-Mail:** BonganiM@joburg.org.za **Tel No:** (011) 407 6808
Workplace: SAPPi Building

Department: Group Information, Communication, Technology & Infrastructure Management**Branch: Infrastructure and Telecommunication Operations****Specialist: Network WAN & LAN****Salary: R38 605.24 pm (basic salary excluding benefits)**

Educational Requirements and Experience: • Degree/NQF level 7 in the field of computer science and/or 3 years' relevant work experience administering networks (NQF level 7). • Certifications in CCNA, CCNP, MCSE, N+ • Five (5) years' experience in managing and configuring enterprise-wide LANs, WANs, WLANs, VPNs, VLAN, Fibre etc. • Exceptional technical knowledge of network and PC operating systems. • Hands-on experience troubleshooting hardware such as servers, routers, bridges, switches, hubs, Access points, modems, network interface cards and so on. • Excellent knowledge of current protocols and standards. • Experience installing network cabling and patching. • Knowledge of applicable data privacy practices and laws. • Proven experience with network capacity planning, network security principles and general network management best practices. • Working technical knowledge of current network hardware, protocols and Internet standards. • Knowledge of IT standards, policies and procedures. • Network protocols and standards. • Network, interpersonal, project management, telephone and coordination skills. **Job Description:** Ensure the stable operation of the in-house computer network. This includes planning, developing, installing, configuring, maintaining, supporting and optimizing all network hardware, software and communication links. Analyse and resolve end user hardware and software computer problems in a timely and accurate fashion and provide end user training where required.

Contact Person: Sedick Hendricks **E-Mail:** SedickH@joburg.org.za **Tel No:** (011) 407 6767
Workplace: 222 Smit Street, Braamfontein

Department: Group Information, Communication, Technology & Infrastructure Management**Branch: Infrastructure and Telecommunication Operations****Specialist: Server and Storage****Salary: R38 605.24 pm (basic salary excluding benefits)**

Educational Requirements and Experience: • Degree Degree/NQF level 7 in the Computer Systems technology or equivalent qualification (NQF level 7) or a combination of education and experience. • Certifications in MCP, MCSE, N+, A+, CCIE Storage Networking or CCIE Data Center. • Code 8 Driver's licence. • Five (5) years' experience in Enterprise Server Systems (Linux, UNIX, Solaris, iOS and Wintel) in large environments. • Five (5) years' experience in Enterprise Storage System (SAN, NAS, Backup and VSAN). • Five (5) years' experience in Virtualization technologies. • Enterprise backup/Restore (Netbackup, de-duplication, compression, near-line) Avamar and Netwoker. • 24x7 production support in fast-paced environments. • Enterprise operating systems (e.g. UNIX, LINUX, WINTEL and iOS). • SAN (iSCSI Fiber-channel, Infiniband), NAS and Clustering technologies. • Enterprise server-class hardware. • Strong written and verbal communication, exceptional technical writing – communicate clearly and comprehensively to senior management and technical experts. • Outstanding customer service; experience working to an SLA in an ITIL environment. • Strong organization and time management, can-do attitude, ability to multi task and comfortable with changing priorities and excellent team player. • Strong initiative with superior analytical, diagnostic and troubleshooting skills. • Dedication to life-long learning and initiative to continually improve technical skill set. • Knowledge of Information security disciplines to ensure confidentiality integrity and availability of systems and data. • Five (5) years' experience in a high pressure IT server and storage support environment. **Job Description:** The incumbent will be responsible for the design, deployment, maintenance and troubleshooting of server and storage components. Responsible for a rapidly growing platform of advance server architectures (AIX/Solaris/Linux/UNIX/Microsoft), physical and visualized systems, servers, storage area networks (SAN) and a terabyte+ of data. Responsible for ensuring the confidentiality, availability and integrity of our critical infrastructure, while providing industry leading support, to both internal and external customers. Responsibilities include developing efficient and functional frameworks, strategies, policies, processes and technology blueprints for sever and storage systems.

Contact Person: Sedick Hendricks **E-Mail:** SedickH@joburg.org.za **Tel No:** (011) 407 6767
Workplace: 222 Smit Street, Braamfontein

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

Appointment will be made in accordance with the CoJ's EE Policy. Application letter, together with a comprehensive CV must be forwarded to the contacts details mentioned above

Closing date: 30 October 2018

The City of Johannesburg is an equal opportunity employer and reserves the right not to make an appointment. If you have not heard from us within 6 weeks of the closing date, please consider your application as unsuccessful.

