

CITY OF JOHANNESBURG

VACANCY CIRCULAR: 043/2018

1. Interested applicants are invited to apply for the positions listed in the circular.
2. If hand delivering applications, please liaise with relevant contact person for the physical address (address list attached). A separate application form for each position must be submitted and it must be clearly indicated on the application form for which post(s) applicants are applying, (eg. post no. 2).
3. Only applications from employees of the City of Johannesburg will be considered, unless otherwise indicated.
4. The City of Johannesburg reserves the right not to make an appointment.
5. Applications, which have not been responded to within 6 weeks of closing date, should be regarded as unsuccessful.
6. Appointments will be made in accordance with the COJ Employment Equity policy and People with disabilities are encouraged to apply.
7. The City of Johannesburg is an equal opportunity employer.
8. Finalization of the appointments to be within 4 months from the closing date of circular.

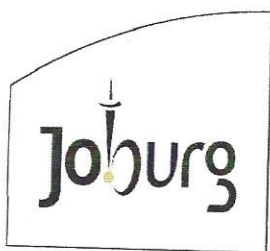
PUBLISHED DATE: SUNDAY, 12 AUGUST 2018

CLOSING DATE: SUNDAY, 19 AUGUST 2018



SERENA PIENAAR

A/GROUP HEAD: GROUP HUMAN CAPITAL MANAGEMENT

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These Vacancies are open to External Applicants AND Employees of the City of Johannesburg

FOUR (4) YEAR FIXED-TERM PERFORMANCE-BASED CONTRACT POSITIONS

1. **Department:** Office of the City Manager (OCM)
Designation: Special Advisor Projects: Legal and Compliance
Job level: R1 194 988.12 – R1 456 947.39 per annum

Educational Requirements and Experience

- A relevant B Degree in Law/Compliance/NQF level 7.
- A minimum of eight (8) years' relevant legal and/or compliance experience in a senior management position in a large enterprise.

Job Description:

Advise the OCM with legal and compliance related services. This is done through the providing of effective legal and compliance management framework and appropriately resourced specialised regulatory compliance support. Lead Compliance within the OCM by providing strategic direction, focus and need to develop City wide compliance coverage plans. Lead, direct and advise on legal and compliance of multiple strategic and/or high-risk projects. Manage the compliance of multiple projects within respective Municipal Entities (MEs)/departments. Promote, direct and apply professionalism in managing risk and compliance requirements and apply a thorough understanding of government practices and obligations. Direct the conceptualisation of relevant policies and enhance cooperative governance relationships.

2. **Department:** Office of the City Manager (OCM)
Designation: Special Advisor Projects: Infrastructure
Job level: R1 194 988.12 – R1 456 947.39 per annum

Educational Requirements and Experience

- A relevant B Degree/NQF level 7.
- A minimum of eight (8) years' experience in a senior management position in a large enterprise.

Job Description:

Lead, direct and advise on multiple strategic and/or high-risk infrastructural projects in order to ensure that the City's capital budget is optimally utilised to achieve its strategic objectives and developmental needs. By taking a results-driven approach, to ensure quality of spend and achieve a high return on investment from the City's capital investment into strategic infrastructure. Proactively assist the City

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to balance infrastructure priorities and needs within its budget. Facilitate and manage the successful implementation of multiple projects within respective MEs/departments.

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

An application form together with a comprehensive CV must be forwarded to the contact details below. An application form can be obtained from the CoJ website, at www.joburg.org.za

Contact Person: Lauren Jonas **Email:** LaurenJ@joburg.org.za
Tel No: (011) 407 6003
Workplace: Metropolitan Centre, 158 Civic Boulevard, Braamfontein

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