





a world class African city

@CityofJoburgZA 

@CityofJohannesburg 

CityofJoburg 

WE HAVE AN EXCITING CAREER OPPORTUNITY FOR:

### PERMANENT POSITION

## Director: Economic Development Facilitation

### APPLICATION REQUIREMENTS

- Complete the online job application form and attach all relevant and updated documents (Certified Qualification/s/Certificates, ID, and CV).
- Applicants should take note that they can be required to provide proof of original documents during the selection process.
- You will be requested to provide a brief description of your work experience relating to the vacancy.
- Applicants with membership to professional bodies need to provide a membership number and expiry date.
- If you are an internal applicant, your employee number will be required.
- Applicants are advised to use Google Chrome when applying for CoJ positions.


### DISCLAIMER

- The City of Johannesburg is currently recruiting and will not demand payment in any form for any job placement. All vacancies are advertised in newspapers and on the CoJ website.
- The City of Johannesburg applies the principles of employment equity as per the National legislation and policy guidelines and will consider designated groups in line with these requirements. We are an equal-opportunity employer.
- By submitting your application for a position at the City of Johannesburg, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related process.
- However, registering your CV and/or receipt and acknowledgment of any kind shall not be an indication that your application will be successful and/or lead to employment.
- Any misrepresentation or failure to disclose material information on the application form or cv will automatically disqualify your application.
- The City of Johannesburg shall not be liable for any damage, loss, or liability of whatsoever nature arising from your use of the job opportunity section of this website.
- The City of Johannesburg reserves the right not to make an appointment.
- Any misrepresentation or failure to disclose material information on the application form or CV will automatically disqualify your application.



a world class African city

@CityofJoburgZA 

@CityofJohannesburg 

CityofJoburg 

## DIRECTOR: ECONOMIC DEVELOPMENT FACILITATION

<b>Department:</b>	Economic Development
<b>Branch:</b>	<b>Economic Development Facilitation</b>
<b>Designation:</b>	<b>Director: Economic Development Facilitation</b>
<b>Remuneration:</b>	R71 274.46 pm (basic salary, excluding benefits)
<b>Location:</b>	66 Jorissen Place, Braamfontein

### **Minimum Requirements:**

- Degree in Public Administration / Development Studies, Economic or related field (NQF level 7);
- 10 years of middle management experience in the Public Sector;
- Experience working in the development of proposal and implementation of projects in public sector institutions;
- Experience in managing intergovernmental relations;
- Excellent working knowledge of public sector strategies and developmental imperatives;
- Code 8 Valid driver's license.

### **Primary Function:**

To head up the Economic Development Facilitation directorate, ensuring that the directorate promotes strategic partnerships to leverage off financial and non-financial support from the private sector and all sphere of government. Oversee the implementation of Intergovernmental relations in compliance to the Economic Development policy and framework within the City, and in line with the strategies and plans approved by the Mayoral Committee and Council. Oversee the implementation, development and review of resource mobilization proposals, in collaboration with city stakeholder. Build strong collaboration relationships with the private sector for the implementation of the relevant economic development projects / programmes. Plan, monitor and control the directorates annual operating and capital budgets so that spending is in line with the Municipal requirements and or Municipal Financial Act. Provide strategic leadership to the directorate and contribute towards the overall management of the organisation through by participating in organizational management structure and provide feedback to the team.

### **Key Performance Areas:**

- Promote strategic partnership to leverage off financial and non-financial support from the private sector and all spheres of government;
- Participate in the development in the development and review of resource mobilization proposal, in collaboration with city stakeholders;
- Appropriate and timeous reporting to the Executive Director on the other related matter;
- Administration of EPWP unit.

### **Leading Competencies:**

- People Management skills;
- Interpersonal skills to interact with people on various levels;



a world class African city

@CityofJoburgZA   
@CityofJohannesburg   
CityofJoburg 

- Ability to manage and cope with pressure;
- Creative and logical thinking abilities;
- Coordinating skills;
- Strategic insight to big picture;
- Self Management;
- Leadership abilities;
- Computer Literacy (Microsoft Word and Excel and PowerPoint)
- Good Communication skills;
- Management of Financial resources;
- Strong Liaison and report writing skills.
- Advanced Project Management and Project Management and familiar with applicable Project Management Tools.

**Core Competencies:**

- Knowledge Corporate Governance;
- Knowledge of Local Government;
- Knowledge of Public Administration Legislation;
- Knowledge of decision making processes

***“All suitably qualified candidates are encouraged to apply and will be considered. The City of Johannesburg applies the principles of employment equity as per National legislation and policy guidelines and will consider designated groups in line with these requirements. Preference will be given to previously disadvantaged groups including those with disabilities. Appointments will be made in accordance with the approved Employment Equity Plan to promote its equitable representation in terms of race, gender, and disability.”***


**Please take note that only online applications will be considered. Please apply by using the following link below:**


<https://share-eu1.hsforms.com/1vgpEWWAATHeFZQE6LuYL1gew554>

**APPLY ONLINE VIA THIS LINK: [www.joburg.org.za](http://www.joburg.org.za)**



a world class African city

@CityofJoburgZA 

@CityofJohannesburg 

CityofJoburg 

**ENQUIRIES ONLY:**

**Contact Person:** Thembelihle Nogemane

**Tel No:** 011 061 3193

**CLOSING DATE: TUESDAY, 30 APRIL 2024**

Applicants are respectfully informed that, if no notification of appointment/response is received within six (6) weeks of the closing date, they must accept that their application was unsuccessful. By submitting your application for a position at the City of Johannesburg, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related process. In terms of the Talent Acquisition Policy of the City of Johannesburg, you hereby consent to the following risk checks should your application be shortlisted:

- Credit Record;
- CV validation;
- Employment record verification;
- Criminal check; and
- Identity validation.