JOB OPPORTUNITY

VACANCY ALERT

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WE HAVE AN EXCITING CAREER OPPORTUNITY FOR:

PERMANENT POSITION:

Senior Specialist: Strategic Urban Planner (Infrastructure Planning & Coordination)

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.
- 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.

VACANCY CIRCULAR 060/2025

City of Johannesburg

Publication Date: Tuesday, 20 May 2025

Closing Date: Monday, 02 June 2025

This Vacancy is open to Employees of the City of Johannesburg and External Candidates

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SENIOR SPECIALIST: STRATEGIC URBAN PLANNER (INFRASTRUCTURE PLANNING & COORDINATION)

DEPARTMENT:	Development Planning
BRANCH:	**City Transformation and Spatial Planning**
DESIGNATION:	**Senior Specialist: Strategic Urban Planner (Infrastructure Planning & Coordination)**
REMUNERATION:	R47 405.13 pm (basic salary, excluding benefits)
LOCATION:	Metro Centre, Braamfontein

Minimum Requirements:

- Grade 12/Matric Bachelor's Degree in Town and Regional Planning or Urban Development Studies or Civil Engineering
- Minimum of 5 - 7 years planning experience, with at least 1 year experience in spatial planning strategy formulation and policy development.

Primary Function:

To assist in coordinating the planning, development and management of infrastructure through the Johannesburg Strategic Infrastructure Platform within the City of Johannesburg and to ensure alignment with IDP and associated strategies; Provide technical input towards the capital budgeting process; Assist with interface and recommendations to the Political level, Senior officials and the public; Assist with the facilitation of development processes and projects for implementation; Assist with managing the Johannesburg Strategic Infrastructure Platform (JSIP) and provide technical input to its enhancements; Assist with guiding Departmental and MoE capital investment to achieve alignment to strategic planning frameworks and City Priorities;Assist the AD with the analysis of development and capital investment trends and formulate growth management strategies. Assist with the preparation of the Capital Investment Framework (CIF) by analysing and interpreting data using advanced Excel capabalities such as VLOOKUP, Pivot Tables, Macros and data visuallisation.

Key Performance Areas:

- Capital Infrastructure Investment coordination for the overall City's Capital Budget;
- Formulate policies to address and find solutions for urban development issues;
- Provide technical support and facilitate the budget adjustment process;
- Coordinate area-based coordination processes;
- Facilitating the capturing of information on capital projects for Medium Term Expenditure Framework (MTEF) submitted for IDP and Budget process;
- Technical and administrative input to and support the following City's processes:
  - IDP and Public Participation thereof
  - Business Plans
  - Capital Budget
- Manage own workflow and office administration.

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Leading Competencies:

- Basic Project management skills
- Excellent verbal and written communication skills
- Ability to analyse and interpret spatial information
- Interpersonal skills and diplomacy
- Ability to develop professional networks and maintain key relationships
- Organizational skills
- Computer literacy
- Ability to resolve conflict and undertake complex negotiations
- Ability to function and work with little supervision

Core Competencies:

- Municipal Spatial Development Framework (CoJ's SDF as Approved)
- Local Government Municipal Structures Act, 1998
- Local Government Municipal Systems Act, 2000
- Local Government Municipal Finance Management Act, 56 of 20023 (MFMA)
- Local Government Municipal Performance Management Regulations, 2001
- National Treasury: Circular 13 of 2005
- Knowledge of technical and operational logistics and ability to xapacitate others

"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/1ism6cbWgR_KrWecvDFKzKwew554

APPLY ONLINE VIA THIS LINK: www.joburg.org.za

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ENQUIRIES ONLY:
Contact Person: Thabang Mushwana
Tel No: 011 407 6579

CLOSING DATE: MONDAY, 02 JUNE 2025

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.