JOB OPPORTUNITY

VACANCY ALERT

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WE HAVE EXCITING CAREER OPPORTUNITIES FOR:

PERMANENT POSITIONS:

- **Senior Manager: Valuations**
- **Director: Valuations / Municipal Valuer**

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 in 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 acknowledgement 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

121/2025

City of Johannesburg

Publication Date:
Tuesday, 30 September 2025

Closing Date:
Monday, 13 October 2025

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

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SENIOR MANAGER: VALUATION SERVICES

Department: Group Finance
Branch: **Property Branch: Valuation Services**
Designation: **Senior Manager: Valuation Services**
Remuneration: R55 679,29 pm (basic salary, excluding benefits)
Location: 66 Jorissen Place, Braamfonten

Minimum Requirements:

- Grade 12 plus Degree/NQF level 7 in Real Estate: Property Valuation or a qualification recognised by the South African Council for the Property Valuers Profession (SACPVP);
- Valid registration as a Professional Valuer/Professional Associated Valuer with the South African Council for the Property Valuers Profession (SACPVP);
- 6 – 8 years' experience in Valuation, of which 3 years should be at Managerial level;
- Broad experience and understanding of Legislative and developmental aspects of property in a Municipal environment;
- Demonstrated experience in project development and management;
- Professional Valuer/Professional Associated Valuer, with Computer literacy, preferably with experience in spreadsheets and word processing;
- Must have a valid driver's license and own transport.

Primary Function:

Lead, direct, plan, develop and manage Property Valuations in the designated regions within the City of Johannesburg with regard to the compilation and maintenance of Valuation Rolls to fulfill the objectives of the City's IDP, policies, programs, and all legislative requirements in order to comply with all legislative requirements and responsibilities of the position as delegated by the Municipal Valuer in terms of the Municipal Property Rates Act 6 of 2004 as amended.

Key Performance Areas:

- Develop, lead and manage the technical, professional, and operations outcomes associated with the functions of the Valuations directorate;
- Effective service delivery to the City of Johannesburg and all its stakeholders,- and manage adherence to relevant legislation and Council Resolutions;
- Direct, lead and manage the performance of Parks Contributions valuation requests from Development Planning;
- Develop and execute an operational plan for the Division;
- Lead and direct staff in the Valuation Department to ensure that all staff meet the department's goals in line with organisational objectives and requirements as well as resource constraints;
- Develop a record-keeping system to ensure that a proper and functional filing and document retrieval system is implemented and adhered to;
- Manage and monitor the assets and resources of the Team;
- Manage and control the financial processes within the area of jurisdiction;
- Lead, control, consolidate, analyse and submit various reliable reports;

- Practice good governance and management of risk;
- Provide enhanced process optimisation, and effective and continuous improvements in property valuation;
- Engage relevant stakeholders and represent the Valuations Division on property valuation matters.

Leading Competencies:

- Report writing;
- Communication (verbal and written);
- Planning, organising and time management;
- Integrity and tenacity;
- Ability to systematically analyse problems;
- Identify key issues and draw logical conclusions;
- Computer literacy, including MS Office Applications;
- Accountability;
- High level of confidentiality and organisational skills;
- Time Management, working independently, under pressure, and the ability to prioritise.

Core Competencies:

- Have extensive experience in property valuation/negotiations of a complex nature;
- Ability to work under pressure and manage staff;
- Confidentiality;
- Assertive and analytical thinking;
- Collaborative/Teamwork, Values and Integrity, Attention to detail, and quality-focused;
- Customer and Service Delivery Management (Batho Pele) Ethics, Professionalism;
- Impact and Influence according to the City's protocols, legislation, and standards.

"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 link below:

https://share-eu1.hsforms.com/1h4SIS8eeQwK5XSwUjAoeAAew554

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

ENQUIRIES ONLY:
Contact Person: Pearl Fambe
Tel No: 011 021 3269

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

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DIRECTOR: VALUATIONS / MUNICIPAL VALUER

Department:	Group Finance
Branch:	**Property Branch: Valuation Services**
Designation:	**Director: Valuations / Municipal Valuer**
Remuneration:	R79 386,55 – R99 226,60 pm (basic salary, excluding benefits)
Location:	66 Jorissen Street, Jorissen Place, Braamfontein

Minimum Requirements:

- Matric certificate / Grade 12 plus Degree/NQF level 7 or National Diploma in Real Estate; Property Valuation, or a qualification recognised by the SA Council for the Property Valuers' Profession.
- Minimum 10 years' experience as a Valuer, of which at least 5 years should be with a local authority.
- Managerial and financial experience.
- Sound knowledge of IT systems and software programs aligned to valuation methodologies.
- Registration with the South African Council for the Property Valuer Profession (SACPVP) as a Professional Valuer or a Professional Associated Valuer without restriction.

Primary Function:

Manage the provision of a comprehensive, effective and efficient valuation service to all stakeholders in the City of Johannesburg, which consists of more than 965,000 properties with a rates base of approximately R1.5 trillion, based on the world's best practice and the 2040 vision of the city. Designated as the Municipal Valuer for the City of Johannesburg as per the Municipal Property Rates Act, 6 of 2004, as amended.

Key Performance Areas:

- Identify and define the immediate short- and long-term plans and strategy for the Valuation Directorate;
- Direct organisational change and development of policies, procedures and systems;
- Direct and control adherence to relevant Legislation and Council resolutions;
- Direct and control the key performance indicators and outcomes of personnel within the Valuations Directorate;
- Ensure sound financial management within the Directorate;
- Direct and control service delivery to the City of Johannesburg and all its stakeholders;
- Disseminate functional and operational information on the immediate short- and long-term objectives and current development, problems and constraints.

Leading Competencies:

- Computer literacy, including MS Office Applications;
- Ability to work with large volumes of data;
- Ability to manage a large team of professionals;
- Ability to analyse and interpret legal cases;

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- Ability to manage large projects;
- Communication skills.

Core Competencies:

- Various valuation methodologies;
- Legislation that is used in Local Government for Valuations;
- Ability to manage large projects;
- Knowledge of mass valuation and application thereof;
- Sound knowledge of IT systems and software programs aligned to valuation methodologies.

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