JOB OPPORTUNITY

VACANCY ALERT



WE HAVE AN EXCITING CAREER OPPORTUNITY FOR:

PERMANENT POSITION

Director: Unscheduled Public Transport Services

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
125/2025
City of Johannesburg

Publication Date:
Wednesday, 08 October

Closing Date:
Tuesday, 21 October 2025

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

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DIRECTOR: UNSCHEDULED PUBLIC TRANSPORT SERVICES

Department:	Transport
Branch:	**Unscheduled Public Transport Services**
Designation:	**Director: Unscheduled Public Transport Services**
Remuneration:	R79 386.55 pm (basic salary, excluding benefits)
Location:	75 Helen Joseph Street, Old Mutual Building

Minimum Requirements:

- Matric Certificate/Grade 12.
- B Degree in Transport Management, Public administration, Urban Planning, or related field at NQF level 7;
- 10 years' experience preferred in leadership / management of which 5 years must be at middle management level or above public transport environment;
- Code 8 driver's license;

Primary Function:

Provide strategic leadership and oversight in the planning, regulation, coordination and monitoring of unscheduled public transport service and nosiness development initiatives. This includes the management of local transport operations (e.g. minibus taxis, meter taxis, e-hailing), long distance and cross-broader transport operations, as well as business development and capacity building programmes and integrated corridor management. The role ensures the delivery of safe, reliable, Integrated, and affordable public transport systems that are aligned with national transport policy, municipal strategic priorities and developmental goals.

Key Performance Areas:

- Contribute to the development of the department and branch strategic planning process.
- Lead the directorate Services Delivery and Budget implementation Planning (SDBIP) process.
- Ensure sound Financial Planning and Budgeting processes for the directorate.
- Lead and facilitate the Directorate Demand Planning process;
- Lead and facilitate the directorate performance Management planning process;
- Lead and manage the development of the directorate Individual Learning Plans (ILP's) process;
- Ensure effective and efficient directorate functions, processes, procedures, systems and policies;
- Leading the Recruitment, Selection & Placement process for sourcing of suitably qualified staff for the directorate;
- Ensure effective and efficient procurement Management in line with Supply Chain Management processes, legislative, regulatory and policy framework.
- Provide sound leadership for the achievement of the Directorate objectives.

- Direct the delivery of the unscheduled Public Transport Servies functions in line with national transport policy, municipal strategic priorities and development goals;
- Implement good governance and effective risk management systems;
- Ensure effective control of the directorate Human Resource;
- Ensure effective financial resources control;
- Ensure effective directorate Assets management and control;
- Establish and maintain strategic relationship with key stakeholders in the unscheduled public transport sector to support coordinated service delivery, policy alignment and sector transformation.
- Ensure effective management of specific administrative and reporting requirements associated with the directorate and individual performance.

Leading Competencies:

- Computer literacy on Basic Microsoft programs;
- Excellent strategic thinking;
- Planning and execution skills;
- Ability to identify strategic challenges and priorities;
- Demonstrated ability to lead an organization through major changes and maintain momentum, inspiring continuous focus on key business drivers and the organizations mission and values;
- Excellent interpersonal written and oral communication skills with an understanding of the implication of various actions on strategic, financial and organizational;
- Strong stakeholder engagement, negotiation and conflict resolution skills;
- Good written communication (MS PowerPoint, MS Word, MS Excel).

Core Competencies:

- Knowledge of the Local Government Environment;
- Knowledge of the City's strategy (IDP) prescribed methodologies, Legislative, Public and Regulatory Framework;
- In depth knowledge of function principles, techniques & tools and how they can be practically applied.
- Knowledge on Corporate Governance;
- Knowledge of public transport legislation, including but not limited to the NLTA, policies and procedures.
- Knowledge of principle and practices of municipal organization, administration and personnel management.

"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."

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

https://share-eu1.hsforms.com/14tYnURTGSpeCM83qGfP9rQew554

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

ENQUIRIES ONLY:
Contact Person: Darryl Wicks
Tel No: 011 021 7810

CLOSING DATE: TUESDAY, 21 OCTOBER 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,
- Identity validation.