JOB OPPORTUNITY

VACANCY ALERT

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WE HAVE AN EXCITING CAREER OPPORTUNITY FOR:

PERMANENT POSITION
Regional Director: Region A

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

011/2025

City of Johannesburg

Publication Date: Thursday, 06 February 2025

Closing Date: Wednesday, 19 February 2025

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

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REGIONAL DIRECTOR (A)

Department: Citizen Relationship & Urban Management (CRUM)
Branch: **Office of the Group Head**
Designation: **Regional Director: Region A**
Remuneration: R74 481,81 – R93 096,08 pm (basic salary, excluding benefits)
Location: Region A

Minimum Requirements:

- Grade 12 / Matric;
- Bachelors Degree in Public Administration / Business Administration or relevant qualification (NQF level 7);
- 10 years' overall working experience of which 5 years must be at middle management level in local government or public sector;
- Knowledge of local government environment and legal requirements;
- Understanding of market and economic factors affecting the strategic plan as operation; and
- Valid Driver's license.

Primary Function:

Act and assume all responsibilities pursuant as the Regional Director of Region (A-G). The primary role of the Group Citizen Relationship and Urban Management ("the department") is a governance function – urban management, service delivery and citizen relationship in order to ensure the city is responsive to the needs of the community; through regional coordination, integration, monitoring, enforcement and facilitation of service delivery solutions at grass-roots level within communities in line with Service Level Agreements thus ensuring a liveable, resilient and sustainable City. The position of a Regional Executive Head exists to support the office of the Group Head Citizen Relations and Urban Management in the localized urban governance functions; support the mobilization of community participation in the region; support implementation of the city's service delivery programme in the region; compliment and augment services rendered by other departments and entities for improved service delivery and to provide advice to management and leadership on all issues pertaining to the region.

Provide executive functions, support and coordinate all regionalized department functions by providing a single point of accountability in the 7 Regions i.e. The provision of localized citizen and customer contact points; and that the regions act as a central mechanism to mobilize citizens, NGO's rate-payer organizations etc. into a partnership of becoming the eyes, ears, mouthpiece and activators of the city on issues of service delivery, urban management and citizen relationship. The Regional Executive Head are expected:

- **Coordinate and oversee the delivery of all services in an area of jurisdiction (region) must be able to work and support other departments, entities and other spheres of government to deliver effective service;**

- **Ensure effective and efficient regional governance mode by establishing institutional arrangements that promote a well-coordinated and responsive service delivery function;**
- **Provide a regional strategic framework that creates a seamless response to service concerns and requirements;**
- **Be the face of the city and provide close contact, interaction and support to communities/residents of the region;**
- **Actively participate in planning and budgeting processes of the city and ensure that the needs as identified through the community participatory processes find expression in the city's response plans;**
- **Advocate through leadership and mobilize resources beyond the inherent budgetary constraints of the city's administration.**

Key Performance Areas:

- Lead, direct and coordinate regional function, departments and entities.
- Undertake and manage regional profiling and planning process.
- Ensure and manage integrated, sustainable and resilient basic service deliver.
- Manage and facilitate Integrated Safer Cities Programmes at Regional level.
- Ensure Urban Management Regulatory, Compliance and Special Investigations at Regional Level.
- Manage Area Based Programme Management and Rejuvenation.
- Manage and facilitate Citizen Relationship and Social Mobilization.
- Coordinate and facilitate Intergovernmental Service delivery collaboration and alignment.
- Manage Urban Governance policy, research and development.
- Ensure effective and efficient interface, data Management and call center.
- Human Capital Management.
- Financial and Risk management; and
- Integrated strategic and business planning.

Leading Competencies:

- Understands market and economic factors affecting the strategic plan and operations.
- Excellent negotiator to enable the negotiation of agreements and contracts.
- Strong influencing skills to enable the allocation of scarce resources to the relevant region from internal and external role-players.
- Strong leadership abilities and be able to bring teams together and ensure that such teams perform effectively.
- Excellent facilitation and project management abilities.
- Have sound judgement.
- Be able to make decision effectively.
- Be able to deal with change and to lead change of others;
- Be able to communicate on all levels i.e. with public, business community, other sphere of government, MOEs and internal department.
- Be able to manage conflict and to use conflict as an effective tool.
- Monitoring and evaluation.
- Management Information.
- Development Planning.

- Research and Development.
- Stakeholder Management.
- Project Management.
- Strategic Planning
- Impact assessment.
- Urban renewal.
- Economic Transformation.
- Leadership skills on various levels including executive Analytical skills, logical thinking and strong problem-solving abilities
- Stakeholder management skills and be able to manage relationships effectively, sociable and people oriented High level negotiation skills and influencing skills
- Interpersonal skills, team building and management skills including cross functional teamwork
- The ability to overcome obstacles with positive attitude, Initiative
- Problem solving abilities and management of complex issues
- Analytical thinking and logical reasoning
- Proactive drive and initiative
- Adaptability
- Influencing skills
- Business orientated
- Self-responsibility/ independence
- Assertiveness and self confidence

Core Competencies:

- Leadership skills on various levels including executive Analytical skills, Logical thinking and strong problem-solving abilities;
- Stakeholder management skills and be able to manage relationships effectively, sociable and people-oriented high-level negotiation skills and influencing skills;
- Interpersonal skills, team building and management skills including cross-functional teamwork;
- Ability to overcome obstacles with a positive attitude, and initiative;
- Problem solving;
- Analytical thinking and management of complex issues;
- Working under pressure and ability to prioritise;
- Proactive drive and initiatives;
- Adaptability;
- Influencing skills;
- Business Orientated;
- Self-responsibility/independence; and
- Assertiveness and self-confidence;

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"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/12oVS9n88RMOK3GCCdHzuXwew554

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

ENQUIRIES ONLY:
Contact Person: Annelise Botha
Tel No: 011 375 6039

CLOSING DATE: WEDNESDAY, 19 FEBRUARY 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.