JOB OPPORTUNITY

VACANCY ALERT

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WE HAVE AN EXCITING CAREER OPPORTUNITY FOR:

PERMANENT POSITION

Director: Disaster Management

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

016/2025

City of Johannesburg

Publication Date:
Friday, 14 February 2025

Closing Date:
Thursday, 27 February 2025

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

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DIRECTOR: DISASTER MANAGEMENT

DEPARTMENT: Public Safety
BRANCH: **Emergency Management Services**
DESIGNATION: **Director: Disaster Management**
REMUNERATION: R74 481.81 pm (basic salary, excluding benefits)
LOCATION: Various

Minimum Requirements:

- Grade 12/Matric plus a Bachelor's Degree/Advanced Diploma in Disaster (Risk) Management (NQF level 7);
- Disaster Management in Southern Africa (DMISA) Registration Practitioner;
- 10 years experience in a similar environment, of which 5 years in Senior Management within disaster management.

Primary Function:

To develop, implement and maintain a comprehensive, integrated and effective Disaster (Risk) Management strategy, policy and plan; a Disaster Management Compliance Planning and Reporting; effective Disaster Management Information Information System and operational Disaster Management Centre for the City of Johannesburg to improve knowledge, awareness and understanding of disaster through a multidisciplinary stakeholder engagement. To give effect to the requirements of the Disaster Management Act, Act 57 of 2002 as it relates to Municipalities., read in conjunction with the National Disaster Management Framework, sections 1.1, 1.2, 1.3 and 1.4), Government Gazette No. 27534, Notice No. 654, dated 2005/04/29, and relevant regulations.

Key Performance Areas:

- Establish integrated institutional capacity within the municipal spheres for effective implementation of disaster management policy and regulations;
- Establish a functional Disaster Management Centre, to execute disaster management planning and disaster risk reduction undertaken by the City;
- Ensure all disaster management stakeholders develop and implement integrated disaster management plans and risk reduction programs following the approved frameworks;
- Ensure effective and appropriate impact concerning personal injury, health, loss of life, poverty, infrastructure, environments and government service;
- Develop, implement and manage a Disaster Management Information System and Integrated communication links with all disaster risk management role players;
- Promote a culture of risk management through integrated education, training and public awareness;
- Participate in the establishment of mechanisms for the funding of disaster management in the municipality;

- Improve performance management processes in line with the strategic objectives of the municipality;
- Identify and deal with issues and conflicts of interest;
- Liaise with sister departments, inter-governmental, other stakeholders and the relevant roleplayers.

Leading Competencies:

- Computer literacy, including MS Office;
- Report writing skills;
- Good written and oral communication skills in English and must be able to communicate and coordinate effectively with other stakeholders;
- Attention to detail, high levels of accuracy and excellent planning, organising, coordinating, and time management skills.

Core Competencies:

- Knowledge and experience in project management;
- Demonstrated knowledge of and engagement in an area at the forefront of D(R)M, discipline or practices;
- Demonstrate an understanding of the theories, research methodologies, methods and techniques relevant to the D(R)M discipline and practices;
- Demonstrate an understanding of how to apply this knowledge in a particular context;
- Lead complex strategic planning, and provide frameworks and guidelines for tactical and operational planning;
- Knowledge and experience in project and programme management;
- 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 following link below:

https://share-eu1.hsforms.com/1pY2GcruARGKDBkxUnYEi-Qew554

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

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ENQUIRIES ONLY:
Contact Person: Shumani Maano
Tel No: 011 674 0046

CLOSING DATE: THURSDAY, 27 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.