JOB OPPORTUNITY

VACANCY ALERT

Joburg

a world class African city

@CityofJoburgZA

@CityofJohannesburg

CityofJoburg



WE HAVE EXCITING CAREER OPPORTUNITIES FOR:

PERMANENT POSITIONS:

- **Project Officer: Repairs and Maintenance**
- **Programme Coordinator: Food Security/Access to Food**

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 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 134/2025

City of Johannesburg

Publication Date: Wednesday, 29 October 2025

Closing Date: Tuesday,11 November 2025

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

JOB OPPORTUNITY

VACANCY ALERT

a world class African city

@CityofJoburgZA
@CityofJohannesburg
CityofJoburg

PROJECT OFFICER: REPAIRS AND MAINTENANCE

DEPARTMENT:	Social Development
BRANCH:	**Management Support unit**
DESIGNATION:	**Project Officer: Repairs and Maintenance**
REMUNERATION:	R28 315.59 pm (basic salary, excluding benefits)
LOCATION:	Central

Minimum Requirements:

- Grade 12/NQF level 4 plus a Diploma (NQF level 6) in a Built Environment discipline (Quantity Surveying, Civil Engineering, Electrical Engineering, Mechanical Engineering, Building) and Project Management Certificate or Degree in Administration/Management;
- 1 – 3 years relevant experience and the understanding of local government policies and procedures will be an added advantage;
- Understanding of local Government policies and procedures will be an added advantage.

Primary Function:

Implement the project plan in line with the approved business case and manage the implementation of projects in order to ensure that goals and objectives of the projects are accomplished within specified timeframes and within budget by utilising allocated resources effectively in order to achieve agreed performance levels.

Key Performance Areas:

- Ensure that appropriate business plans and procedures are developed and communicated to the relevant stakeholders and implemented so that strategic imperatives of the Facilities Management Unit are met;
- Maintain professionalism and work ethics in the execution of responsibilities.

Leading Competencies:

- Computer literacy (MS Office, Outlook and Internet);
- Good command in English;
- Ability to understand the broader business issues;
- Strong analytical and an eye for detail;
- Problem solving skills;
- Collaborative/Teamwork & Accountability.

Core Competencies:

- CoJ policies and prescripts would be an advantage as well as Laws and Acts governing the Municipality;
- Customer and Service Delivery Management (Batho Pele) Ethics, Health Values + CoJ Values;
- Integrity and Professionalism.

JOB OPPORTUNITY

VACANCY ALERT

Joburg
a world class African city

@CityofJoburgZA
@CityofJohannesburg
CityofJoburg

"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/1AmC_hQIrQFmWMucxa8AB3Aew554

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

ENQUIRIES ONLY:
Contact Person: Mathapelo Nare
Tel No: 011 407 6704

CLOSING DATE: TUESDAY, 11 NOVEMBER 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 and
- Employment record verification,
- Criminal check, and
- Identity validation.

JOB OPPORTUNITY

VACANCY ALERT

a world class African city

@CityofJoburgZA
@CityofJohannesburg
CityofJoburg

PROGRAMME COORDINATOR: FOOD SECURITY/ACCESS TO FOOD

DEPARTMENT: Social Development
BRANCH: **Food Resilience**
DESIGNATION: **Programme Coordinator: Food Security/Access to Food**
REMUNERATION: R28 315.59 pm (basic salary, excluding benefits)
LOCATION: 118 Jorissen Street, Traduna Building, Braamfontein

Minimum Requirements:

- Grade 12/NQF level 4 plus an appropriate completed Diploma in Agriculture Studies, Environmental or equivalent related qualification from an accredited institution at NQF level 6;
- 2 - 3 years' experience in agriculture development or food security programmes;
- Must have a valid driver's license.

Primary Function:

Ensure that the urban agriculture program covers many areas in agricultural production systems, therefore theoretical agricultural background is necessary for the incumbent to have a clear understanding of different agricultural production systems.

Key Performance Areas:

- Manage and implement access to food programs;
- Ensure the profiling/assessment of identified households;
- Provide any other administrative support to Agri-resource centers and other Food Resilience offices;
- Compile monthly progress reports;
- Forge stakeholder partnerships, create opportunities and leverage support internally and externally.

Leading Competencies:

- Community mobilisation;
- Good Communication (verbal and written) and Conflict management skills;
- Report writing and record keeping;
- Coordinating skills;
- Project management, research knowledge and skills;
- Monitoring and evaluation skills;
- Computer literacy including MS Office Applications;
- Time Management, working independently, under pressure, and the ability to prioritise.
- Ability to effectively work with the public, farmers and leaders in the community.

Core Competencies:

- Knowledge of food security, social food needs and project management;
- Knowledge of deprived ward maps;

JOB OPPORTUNITY

VACANCY ALERT

Joburg
a world class African city

@CityofJoburgZA
@CityofJohannesburg
CityofJoburg

- Knowledge of agricultural markets and market research skills;

"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/1wwUR3ByRQGqmAoGi9YWE_gew554

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

ENQUIRIES ONLY:
Contact Person: Mathapelo Nare
Tel No: 011 407 6704

CLOSING DATE: TUESDAY,11 NOVEMBER 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 and
- Employment record verification,
- Criminal check, and
- Identity validation.