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DEPUTY DIRECTOR: SOCIO-ECONOMIC & HEALTH CARE SERVICES

<u>Department:</u>	Office of the City Manager
<u>Branch:</u>	Military Veterans
<u>Designation:</u>	Deputy Director: Socio-Economic & Health Care Services
<u>Remuneration:</u>	R60 077.46 pm (basic salary, excluding benefits)
<u>Location:</u>	Metropolitan Centre, 158 Civic Boulevard, Braamfontein

Minimum Requirements:

- Grade 12 plus a Bachelor of Science Degree in Public Administration/Management or related fields, at NQF Level 7;
- 7 - 8 years' experience in the discipline, of which 4 years experience is at middle management level;
- The incumbent should possess knowledge at a competent proficiency level:
 - Knowledge of the local government environment
 - Knowledge of Corporate Governance
 - Knowledge of principles and practices of municipal organisation, administration and personnel management; and
- Must have a valid Code 8 Driver's license.

Primary Function:

To lead, manage and facilitate the provision of Military Veterans health care and socio-economic support services with the goal of connecting with and supporting military families, veterans and community resources.

Key Performance Areas:

- Contribute to the development of the Directorate's strategic planning process;
- Develop operational plans in contributing to the Directorate's Service Delivery and Budget Implementation Planning (SDBIP) process;
- Ensure alignment of individual/function performance planning process to the Directorate's performance management planning process;
- Ensure individual continuous development in line with the function/job requirements, Directorate and organisation developmental goals;
- Ensure optimisation of functional-related processes, procedures, systems and policies;
- Lead, coordinate and facilitate the implementation of Military Veterans' health care well-being support services;
- Manage the effectiveness of the Directorate Assets Management and Controls;
- Implement good governance and effective risk management systems;
- Ensure sound relations and communication with both internal and external stakeholders;
- Ensure effective management of specific administrative and financial reporting requirements associated with the Directorate and individual performance.



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Leading Competencies:

- Computer Literacy (Microsoft Word and Excel);
- Good facilitation and influencing skills;
- Good listening and communication skills;
- Coordinating skills, Customer Care skills, Problem-solving skills, Critical thinking skills and Excellent written and verbal communication skills;
- Good management skills.

Core Competencies:

- Knowledge of the local government environment;
- Knowledge of the City's strategy (IDP), prescribed Methodologies, Legislative, Policy and Regulatory Framework;
- In-depth knowledge of function principles, techniques & tools and how they can be practically applied;
- Knowledge of Corporate Governance;
- Knowledge of principles and practices of municipal organisation, 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.”

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

<https://share-eu1.hsforms.com/1q2uCHG6YR5iZH4MDJMeRyQew554>

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

ENQUIRIES ONLY:

Contact Person: Nonthando Msimanga
Tel No: 011 407 6003


CLOSING DATE: THURSDAY, 23 JANUARY 2025



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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.