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## DEPUTY DIRECTOR: LOGISTICS AND OUTBOUND

**Department:** Group Finance  
**Branch:** Revenue Shared Services Centre (Credit Management)  
**Designation:** Deputy Director: Logistics and Outbound  
**Remuneration:** R60 978,62 pm (basic salary, excluding benefits)  
**Location:** Thuso House, 61 Jorissen Street, Braamfontein

### Minimum Requirements:

- 4 years Professional Degree or B Tech or 3-year Degree (NQF level 7);
- 7 – 9 years' overall experience of which 4 years' experience at middle management level.

### Primary Function:

Manage and assist in the development of credit management strategy and implementation, with regards to the provision and control of dunning processes pertaining to credit management.

### Key Performance Areas:

- Provide input into the strategic plan for the Directorate that pertains to Credit Control that enhances the brand, credibility, reputation and image of the Directorate and RSSC, Group Finance and the City.
- Input into the development and updating of policies, standard operating procedures and by-laws, pertaining to RSSC and more specifically the Logistics, Outbound and MIS, to enable the achievement of the strategic objectives of RSSC.
- Optimise resources (finances, people, material, etc.) to achieve given objectives in the most productive and cost-effective way. Manage people's effectiveness and performance within the team, comply with all municipal regulations, policies and procedures and compile reports on the status and performance of the subdivision as required.
- Provide quality reports on the functions and performance of Logistics, Outbound and MIS, which are factual, accurate, complete, timely and contribute to the overall reporting requirements of RSSC.
- Build and maintain strong relations with internal business units, entities, key stakeholders and peers to ensure the correct focus and support around Logistics, Outbound and MIS.
- Oversee the development and monitoring of organisational and employee performance management systems in Logistics, Outbound and MIS to ensure achievement of performance targets within prescribed timelines.
- Manage the human resources within Credit management and more specifically, Logistics, Outbound and MIS to enable the achievement of the objectives of Logistics, Outbound and MIS and RSSC.
- Manage all aspects of finance in the control of Logistics, Outbound and MIS, including, but not limited to, revenue, expenditure, assets and liabilities, in accordance with the legislative framework as well as with the City's policies and procedures.



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### **Leading Competencies:**

- Computer literacy (Microsoft word, Excel and PowerPoint);
- Good Management skills and Interpersonal skills;
- Ability to work without supervision.
- People management skills;
- Time management skills;
- Project management;
- Good Planning and Organisation skills;
- Coordinating skills;
- Good communication skills;
- Good writing skills;
- Problem-solving skills;
- Analytical skills.

### **Core Competencies:**

- Knowledge of the local, provincial and national political and legislative framework and dynamics;
- Knowledge of related policies and legislation governing Logistics, Outbound and MIS functions;
- Understanding of various systems used within the City, such as SAP, data management systems, electronic document management systems, Outlook, etc.

***“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/1mgU2dSH4SOqym\\_-h92nBqQew554](https://share-eu1.hsforms.com/1mgU2dSH4SOqym_-h92nBqQew554)

**APPLY ONLINE VIA THIS LINK: [www.joburg.org.za](http://www.joburg.org.za)**



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**ENQUIRIES ONLY:**

Contact Person: Keabetswe Makola  
Tel No: 011 064 0968

**CLOSING DATE: TUESDAY, 08 JULY 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.