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## DIRECTOR: PROGRAMME AND PORTFOLIO MANAGEMENT

<b>DEPARTMENT:</b>	Group Information Communication and Technology Management
<b>BRANCH:</b>	<b>Programme and Portfolio Management</b>
<b>DESIGNATION:</b>	<b>Director: Programme and Portfolio Management</b>
<b>REMUNERATION:</b>	R79 386,55 pm (basic salary, excluding benefits)
<b>LOCATION:</b>	27 Stiemens, JD House Building, Braamfontein

### Minimum Requirements:

- Grade 12/ Matric plus Bachelor's degree in Computer Science (NQF level 7) and or B tech in Information Systems, Business Administration, or any other related field;
- Post-Graduate in Project and Program management and /or Honours Degree NQF level 8;
- PMP and /or Prince2 Certification.
- 10 - 15 years of IT and business /industry with work experience, of which 8 years' experience should be at leadership positions managing multiple, large cross functional teams or project, and influencing senior level management and key stakeholders.
- Valid driver's license.

### Primary Function:

Define and develop a fully functional PPM which is adequately skilled and competent. Provide PPM strategic support and Direction. Define and develop enterprise-wide IT project / program management practices, governance standards, processes and metrics. Enforce adoption or relate project management frameworks, policies and procedures across the Municipality. Ensure [projects / program are defined, tracked and communicated in a consistent and effective manner by incorporating effective change and risk management controls. Direct project / program managers with business case development. Enforce and ensure all projects within portfolio /programs are delivered on time within budget and as per the agreed quality level. Partner with reputable IT and business leadership and other key stakeholders to define opportunities, identity and prioritise projects based on predefined criteria (Return on Investment, productivity, compliance). Direct staff results by communicating job expectations, planning monitoring & appraising job results, coaching counselling and provide remediation action plan. Direct technology research by flexibly aligning strategies to organizational goals utilizing best practices and agile methodologies. Manage financial objectives by forecasting requirements, analysing variances and initiating corrective action.

### Key Performance Areas:

- System support;
- Business development;
- Financial planning and reporting;
- Manage Relationships.
- Ensure Partnership with IT and business leadership and other key stakeholder to define opportunities, identify and prioritize projects based on predefined criteria (return on investment, productivity, compliance);



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- Provide leadership, mentorship, coaching to supporting staff.

#### **Leading Competencies:**

- Mentoring and coaching;
- Project management;
- Report writing;
- Good analytical skills;
- Good communication; and
- Presentation skills.

#### **Core Competencies:**

- Sound knowledge of the relevant framework and legislation that govern the management of programs, projects and employment practice i.e. PMBOK, PRINCEII, SCRUM, MFMA, EEA, SDA, BCEA, LRA and Corporate Governance;
- In depth understanding of government strategic thinking and policies in relation to innovative technology and policies in relation to innovative technology and customer needs.
- Requires advanced technical and business knowledge in software development life cycle, quality assurance and project management and other related disciplines/ processes, Industry regulatory environment and risk management practices.

***“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 link below:**

<https://share-eu1.hsforms.com/1F3TdB4RNRMOw0hPVQzRwYQew554>

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



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**ENQUIRIES ONLY:**

**Contact Person:** Vuyo Mazamisa

**Tel No:** 011 407 6452

**CLOSING DATE: WEDNESDAY, 01 OCTOBER 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.