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## SENIOR MANAGER: VALUATION SERVICES

**Department:** Group Finance  
**Branch:** **Property Branch: Valuation Services**  
**Designation:** **Senior Manager: Valuation Services**  
**Remuneration:** R55 679,29 pm (basic salary, excluding benefits)  
**Location:** 66 Jorissen Place, Braamfonten

### Minimum Requirements:

- Grade 12 plus Degree/NQF level 7 in Real Estate: Property Valuation or a qualification recognised by the South African Council for the Property Valuers Profession (SACPVP);
- Valid registration as a Professional Valuer/Professional Associated Valuer with the South African Council for the Property Valuers Profession (SACPVP);
- 6 – 8 years' experience in Valuation, of which 3 years should be at Managerial level;
- Broad experience and understanding of Legislative and developmental aspects of property in a Municipal environment;
- Demonstrated experience in project development and management;
- Professional Valuer/Professional Associated Valuer, with Computer literacy, preferably with experience in spreadsheets and word processing;
- Must have a valid driver's license and own transport.

### Primary Function:

Lead, direct, plan, develop and manage Property Valuations in the designated regions within the City of Johannesburg with regard to the compilation and maintenance of Valuation Rolls to fulfill the objectives of the City's IDP, policies, programs, and all legislative requirements in order to comply with all legislative requirements and responsibilities of the position as delegated by the Municipal Valuer in terms of the Municipal Property Rates Act 6 of 2004 as amended.

### Key Performance Areas:

- Develop, lead and manage the technical, professional, and operations outcomes associated with the functions of the Valuations directorate;
- Effective service delivery to the City of Johannesburg and all its stakeholders,- and manage adherence to relevant legislation and Council Resolutions;
- Direct, lead and manage the performance of Parks Contributions valuation requests from Development Planning;
- Develop and execute an operational plan for the Division;
- Lead and direct staff in the Valuation Department to ensure that all staff meet the department's goals in line with organisational objectives and requirements as well as resource constraints;
- Develop a record-keeping system to ensure that a proper and functional filing and document retrieval system is implemented and adhered to;
- Manage and monitor the assets and resources of the Team;
- Manage and control the financial processes within the area of jurisdiction;
- Lead, control, consolidate, analyse and submit various reliable reports;



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- Practice good governance and management of risk;
- Provide enhanced process optimisation, and effective and continuous improvements in property valuation;
- Engage relevant stakeholders and represent the Valuations Division on property valuation matters.

#### **Leading Competencies:**

- Report writing;
- Communication (verbal and written);
- Planning, organising and time management;
- Integrity and tenacity;
- Ability to systematically analyse problems;
- Identify key issues and draw logical conclusions;
- Computer literacy, including MS Office Applications;
- Accountability;
- High level of confidentiality and organisational skills;
- Time Management, working independently, under pressure, and the ability to prioritise.

#### **Core Competencies:**

- Have extensive experience in property valuation/negotiations of a complex nature;
- Ability to work under pressure and manage staff;
- Confidentiality;
- Assertive and analytical thinking;
- 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 link below:**

<https://share-eu1.hsforms.com/1h4SIS8eeQwK5XSwUjAoeAAew554>

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

#### **ENQUIRIES ONLY:**

**Contact Person:** Pearl Fambe  
**Tel No:** 011 021 3269



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**CLOSING DATE: MONDAY, 13 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.