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WE HAVE AN EXCITING CAREER OPPORTUNITY FOR:

*Appointment in this position will be subject to the signing of an employment contract and performance agreement, as well as disclosure of financial interests*

## **PERMANENT POSITION:** **Executive Director: Human Settlements**

### **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.

### **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.
- Applications, which have not been responded to within 6 weeks of closing date, should be regarded as unsuccessful
- Any misrepresentation or failure to disclose material information on the application form or CV will automatically disqualify your application



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## EXECUTIVE DIRECTOR: HUMAN SETTLEMENTS

**Department:** Office of the City Manager  
**Branch:** Human Settlements  
**Designation:** Executive Director: Human Settlements  
**Remuneration:** R 2 219 302 pa (all-inclusive, cost to company)  
**Location:** 222 Smit Street, Braamfontein

### Minimum requirements:

- Matric/Grade 12; or equivalent;
- Bachelor's degree in Human Settlement Management, Urban Studies in the field of Housing and Human Settlements, built environment, Architecture discipline or relevant to the core functional focus of the position at NQF Level 7;
- Professional Registration with the relevant professional body.
- 10 years' experience directly related to the Housing and Human Settlements discipline;
- Knowledge and understanding of sustainable integrated human settlement and housing management practice
- Good knowledge and understanding of relevant policy and legislation;
- Good understanding of institutional governance systems and performance management;
- Knowledge and understanding programme/project management; and
- Valid driver's license;

### Primary Function

To direct and lead the implementation of Human Settlement and Housing programmes and projects within the boundaries of the City in order to ensure that all Johannesburg residents have access to affordable, safe and decent accommodation through the accessibility and availability of alternative tenure opportunities and quality housing stock.

### Key Performance Areas:

- Develop and promote human settlement and housing policies supported by a responsive research agenda;
- Provide Public Housing Programmes;
- Provide Public Housing Stock Management;
- Provide Public Housing Programme Support;
- Provide technical input and contribution on Projects relating to integrated human Settlement;
- Manage specific administrative and reporting requirements;

### Leading competencies:

- **Strategic Planning and Strategy Formulation** - Ability to understand the process of strategic planning and contribute effectively to IDP formulation;
- **Strategic Direction and Leadership** - Provide and direct a vision for the institution and



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inspire and deploy others to deliver on the strategic institutional mandate.

- **People Management** - Effectively manage, inspire and encourage people, respect diversity, optimise talent and build and nurture relationships in order to achieve institutional objectives.
- **Financial Management** - Ability to compile, plan and manage budgets, control cash flow, institute financial risk management and administer procurement processes in accordance with recognised financial practices. Further to ensure that all financial transactions are managed in an ethical manner;
- **Program and Project Management** - Ability to understand program and project management methodology; plan, manage, monitor and evaluate specific activities in order to deliver on set objectives.
- **Change Leadership** - Ability to direct and initiate institutional transformation on all levels in order to successfully drive and implement new initiatives and deliver professional and quality services to the community.
- **Governance Leadership** - Ability to promote, direct and apply professionalism in managing risk and compliance requirements and apply a thorough understanding of governance practices and obligations. Further, able to direct the conceptualisation of relevant policies and enhance cooperative governance relationships.
- **Moral Competence** - Ability to identify moral triggers, apply reasoning that promotes honesty and integrity and consistently display behaviour that reflects the principles of good governance management, performance management.

#### **Core Competencies:**

- Moral competence; Planning and organising; Analysis and innovation; Knowledge and information management; Communication; Results and quality focus;
- Minimum competency requirements for Senior Managers

***“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.hsforms.com/1hnQR0g0ARB-DyegapneezQ469tl>

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

**TIPS FOR CANDIDATES - <https://joburg.org.za/work/Pages/2026-Vacancies/Tips-For-Job-Applicants.aspx>**



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### **ENQUIRIES ONLY:**

**Contact Person:** Lereez Kamfer

**Email Address:** [LereezK@joburg.org.za](mailto:LereezK@joburg.org.za) *The contact email address provided in this advertisement is strictly for enquiries only. Applications submitted via email, including CVs, qualifications, or any other supporting documents, will not be accepted or considered. All applications must be submitted through the application link provided in the advertisement*

**CLOSING DATE: MONDAY, 28 SEPTEMBER 2026**

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.