

Exciting and challenging positions

The JDA is an agency of the City of Johannesburg which stimulates and supports area-based economic development initiatives throughout the Johannesburg metropolitan area in support of Joburg 2040. As development manager of these initiatives, JDA coordinates and manages capital investment and other programmes involving both public and private sector stakeholders.

The following positions are available for achievement-oriented individuals with initiative and a commitment to give substance to this vision.

Senior Development Manager

Purpose of the position: The position reports to the Chief Executive Officer and serves as a member of the senior management team. The successful candidate will lead and take full responsibility for the design and implementation of all JDA's development projects, to ensure that all the projects are delivered on time, within budget and to the required standards, to develop and implement cross-cutting systems and procedures, to identify and manage all risks associated with development implementation, and to ensure efficient handover of all development projects to clients and stakeholders.

Key responsibilities: • Ensure that all development projects are designed and implemented on time, within budget and to the required standards • Provide leadership and management support to the development teams • Lead and manage client and stakeholder relationships • Lead, implement and monitor a performance management system for the development teams • Ensure that development projects are sufficiently resourced, both internally and externally • Lead contract management and dispute resolution • Ensure that Construction Regulations and Health and Safety requirements are uniformly and consistently applied to all development projects • Implement an enterprise development programme for SMMEs in projects • Ensure the resourcing of projects with external service providers is done within the relevant legislative frameworks • Ensure prudent financial management of all projects • Serve as a member of the JDA Executive Committee • Hire, train and evaluate staff and take corrective actions to address performance problems • Counsel and guide staff to ensure that approved audit objectives are met and that adequate coverage is achieved • Ensure that best practice development principles are applied to all JDA developments.

Education and experience required: • A tertiary qualification in Engineering or a Built Environment discipline • Extensive experience in urban development and a record of success at senior level in achievement of operations and delivery of programmes with and through partners in public, private and community sectors • Demonstrable experience in the financial management of a development portfolio • Evidence of continuing management development, linked to significant management achievement.

Please e-mail a detailed CV in MS Word format to sdm@jda.org.za

Development Manager (2 Posts)

Purpose of the position: The successful candidate will manage a portfolio of developments, ensuring coordination of budgets, staff and operational management to ensure that goals and objectives of the developments are accomplished within specified timeframes, utilising specified resources and to agreed performance levels, as well as to JDA's business goals and objectives. The Development Manager assumes full responsibility and accountability for the following aspects of the development: Feasibility detailed investigation, design and structuring, planning, implementation and commissioning. The incumbent will work exclusively for JDA and will not be allowed to engage in activities which may constitute a conflict of interest.

Key responsibilities: As the driver of JDA developments, the Development Manager must deliver on the following and ensure success of developments by: • Managing Assistant Development Managers and Development Coordinators who are assigned to them • Managing external consultant teams in planning and construction phases of projects • Managing and reconciling the budget(s) that the incumbent is responsible for and producing monthly and quarterly financial reports • Ensuring that the budget is spent within the financial year and anticipating any problems that may arise • Initiating designing, implementing and commissioning projects • Securing engagement of a diverse range of stakeholders and liaising with other municipal entities and departments as necessary • Developing and managing the development's marketing strategy • Taking responsibility for procurement and contracting, including legal requirements such as BBBEE and CIDB • Managing the risks associated with development, including the performance of contractors, participation of stakeholders in occupational health and safety and so on • Reporting on EPWP and OHASA as required • Ensuring that all information on developments and projects correctly reflect on JDA's Development Information System • Enhancing the operational excellence of JDA by pursuing best practice in all of JDA's activities and initiatives.

Education and experience required: • A degree/diploma in Civil Engineering or a relevant field and/or the applicant must have developed the necessary competencies through experience in a construction/development/consulting environment • A minimum of 5 years' experience in a construction and/or project management environment • Experience in the management of diverse development projects, preferably in an urban setting.

Please e-mail a detailed CV in MS Word format to dm1@jda.org.za and dm2@jda.org.za

These are 5-year fixed-term performance-based contracts. JDA offers a market-related salary commensurate with qualifications and experience.

Closing date for all positions: 25 August 2013.

Correspondence will be with short-listed candidates only. Should you not hear from us within 30 days of the closing date, please consider your application unsuccessful.

Johannesburg Development Agency is an equal opportunity employer.



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