

**CHIEF MARKETING OFFICER (THREE YEAR FIXED TERM CONTRACT)**  
**(R1 425 000.00 ALL-INCLUSIVE SALARY PACKAGE)**  
**(REF: TEDA056/2019)**

**Competencies and Qualifications:** Post Graduate Degree in Marketing or Business Management or related field coupled with a Master's degree. A CM (SA) would be advantageous. Minimum 8 years' experience in a Marketing/Business Development/Management environment with 3 years in a senior management level. The incumbent should have knowledge of developing and implementing business, operational and management systems. Exceptional skills in business awareness, strategic & entrepreneurial thinking, risk management, compliance management, monitoring and evaluation, communication skills, results and quality focus, knowledge sharing, analytical thinking, judgement and decision-making, conceptual thinking, information extraction and application. Valid Driver's license.

**Key responsibilities:** The incumbent will report to the Chief Executive Officer as critical member of the Executive Management, charged with the responsibility to lead and manage the Tourism and Destination Marketing division as per the strategic direction of TEDA. To be a key advocate for City of Tshwane Tourism. To develop the brand, marketing, advertising and communications strategies for operational execution and develop plans to maximise City of Tshwane Tourism's execution of these strategies. The incumbent's functions will include but not limited to develop a vision, operational and strategic plan to guide the Division. Represent the division at tourism community activities to enhance the division's tourism community profile. Develop and exercise oversight of the tourism marketing strategies to support City of Tshwane tourism growth objectives. Establish a framework for tourism marketing campaigns and programmes management. Develop and implement online marketing campaigns. Oversee the planning, implementation and evaluation of the Division's programmes and services. Ensure proper financial planning, management and reporting for the Division. Ensure proper management of staff within the Division.

**EXECUTIVE MANAGER: ASSET PORTFOLIO MANAGEMENT**  
**(THREE YEAR FIXED TERM CONTRACT)**  
**(R1 425 000.00 ALL-INCLUSIVE SALARY PACKAGE)**  
**(REF: TEDA057/2019)**

**Competencies and Qualifications:** Post Graduate Degree in Commercial Property Management/ Portfolio Management/Business Management/ Economic or related field coupled with a Master's degree. Minimum 8 years' experience in a Management of Business Portfolio, Property /Business Development/Management environment or related; with 3 years in a senior management level. The incumbent should have knowledge of developing and implementing business, operational and management systems. Exceptional skills in business awareness, strategic & entrepreneurial thinking, risk management, compliance management, monitoring and evaluation, communication skills, results and quality focus, knowledge sharing, analytical thinking, judgement and decision-making, conceptual thinking, information extraction and application. Valid Driver's license.

**Key responsibilities:** The incumbent will report to the Chief Executive Officer as critical member of the Executive Management, charged with the responsibility to develop, manage and maintain a strategic asset portfolio on behalf of the City of Tshwane with the aim to derive maximum value for the City's assets for maximum return on investment. The incumbent's functions will include but not limited to development, management and implementation of land and property management strategy. Responsible for Operational and Financial Performance of the asset portfolio. Ensure proper management, monitoring, evaluation and optimization of the asset portfolio. Creation of high yielding property assets with a sustainable income stream. Responsible for facilities management of the asset portfolio. Provide strategic advice to the CEO and Board to support the implementation of and adherence to effective asset portfolio management principles across the organisation. Provide strategic advice and/or management of strategic land and property projects such as Special Economic Zones and Industrial Parks.

**SENIOR MANAGER: BUSINESS RETENTION AND EXPANSION**  
**(R1 115 000.00 ALL-INCLUSIVE SALARY PACKAGE)**  
**(REF: TEDA058/2019)**

**Competencies and Qualifications:** Post Graduate Degree in Economics/Business Management/ Engineering or related field. Master's degree will be advantageous. Minimum 5 years' experience in Investment Promotion/ Economic Development/ /Business Development/Management environment with 3 years in a middle management level. The incumbent should have knowledge of developing and implementing business, operational and management systems. Exceptional skills in stakeholder partnering, adaptability, communication, innovation, analytical thinking skills, monitoring and evaluation, judgement and decision making. Valid Driver's license.

**Key responsibilities:** The incumbent will report to the Executive Manager: Trade and Investment Promotion and will be charged with the responsibility to develop and implement the Agency's Investment Aftercare strategy. Monitor and report on performance to ensure retention and expansions of investments into City of Tshwane. Make recommendations to policy development processes to ensure their support to the business retention and expansion of investors in Tshwane. Provide advice to the organisation relating to activities of business retention and expansion as well as inputs into investment policy direction within TEDA and City of Tshwane. Oversee the business retention and expansion activities within TEDA. Develop an operational plan which incorporates goals and objectives that work towards the strategic direction of the division. Oversee the planning, implementation, execution and evaluation of special projects. Prepare required inputs into the budgeting process of the division.

**SENIOR MANAGER: AREA BASED DEVELOPMENT**  
**(R1 115 000.00 ALL-INCLUSIVE SALARY PACKAGE)**  
**(REF: TEDA059/2019)**

**Competencies and Qualifications:** Post Graduate Degree in Town Planning/ or related field. Registration as a Professional with a recognised Council or body such as SACPLAN or equivalent would be advantageous. Minimum 5 years' experience in a development planning environment with 5 years in a middle management role. The incumbent should have knowledge of developing and implementing business, operational and management systems. Exceptional skills in stakeholder partnering, adaptability, communication, innovation, analytical thinking skills, monitoring and evaluation, judgement and decision making. Valid Driver's license.

**Key responsibilities:** The incumbent will report to the Executive Manager: Projects Portfolio Management and will be charged with the responsibility to develop, review, implement, monitor and update Nodal Development and/or Precinct Plans. Development of strategic nodes within the RSDF of the City of Tshwane (CoT). Identify, define and develop plans for strategic precinct areas that have potential for sustainable growth, employment creation and spatial transformation. Package and facilitate priority nodes and precincts for implementation by government/entities or private sector. Develop urban design and project mapping information systems. Facilitate priority infrastructure development projects into City's Strategic Development/Projects. Ensure SPLUMA public participation compliance with all CoT Area based development initiatives. Provide development planning technical support (including township establishment, zoning) and development rights technical support.

**SENIOR MANAGER: PROJECT IMPLEMENTATION**  
**(R1 115 000.00 ALL-INCLUSIVE SALARY PACKAGE)**  
**(REF: TEDA060/2019)**

**Competencies and Qualifications:** Post Graduate Degree in Construction/Engineering/Project Management/Development or related field in Built Environment. Registration as a Professional with at least one of the recognised Built Environment Council members or Bodies would be advantageous. Minimum 5 years' experience in a Project/Engineering/Construction Management/Development environment with 5 years in a middle management level. The incumbent should have knowledge of developing and implementing business, operational and management systems. Exceptional skills in stakeholder partnering, adaptability, communication, innovation, analytical thinking skills, monitoring and evaluation, judgement and decision making. Valid Driver's license.

**Key responsibilities:** The incumbent will report to the Executive Manager: Projects Portfolio Management and will be charged with the responsibility to develop, review, implement, monitor and update project management plans (scope, time, cost, stakeholder, risk, communication, integration, quality, human resources and procurement). Develop, review and implement the project contracts, mainly during design and construct stages. Assemble appropriate project team (s) for implementation and exercise role as principal consultant and agent as and when required. Implement and monitor the design development and construction stage of the project including additional services such as OHS/EIA. Preparation and application of all necessary statutory approvals as per project requirements.

**CLOSING DATE: 06 SEPTEMBER 2019 AT 12H00**

Applications can be submitted to [teda.jobs@tshwane.gov.za](mailto:teda.jobs@tshwane.gov.za)

TEDA subscribes to the principles of employment equity in its recruitment processes.  
Prospective employees will be subjected to security vetting.

**NB:** Applicants who have not received any correspondence from us within six weeks of the closing date can consider their applications unsuccessful.

**(PLEASE QUOTE THE Ref. No. ON YOUR APPLICATION)**