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City of Johannesburg  
Johannesburg Roads Agency

66 Pixley Seme Street Cnr. Rahima Moosa Str.	P/Bag X70 Braamfontein South Africa 2017	Tel +27(0) 11 298 5000 Fax +27(0) 11 298 5178 www.jra.org.za www.joburg.org.za
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REF NO: 09/2016

## INTERNAL VACANCY CIRCULAR NO. 09/2016

**THE JOHANNESBURG ROADS AGENCY** is one of the agencies established through the restructuring process of the City of Johannesburg.  
**“BECOME THE MEMBER OF THE NEW AND EXCITING TEAM OF THE JRA AND CONTRIBUTE TOWARDS IT’S MOBILITY STRATEGY**

Interested applicants should forward their CV’s with certified copies of qualifications, ID, application letter stating the reference number to attention of: **Mr Stanley Chauke; Recruitment Officer, Private bag x70, Braamfontein 2017**  
or **66 Pixley Seme Street (Previously Sauer Street) Cnr Rahima Moosa (Previously Jeppe Street) JHB 1<sup>st</sup> Floor.**

**PLEASE BE ADVISED THAT ONLY APPLICANTS MEETING THE MINIMUM REQUIREMENTS WILL BE CONSIDERED.**

**Applications without supporting documents will not be considered.**

**Closing Date: 10 JUNE 2016 @ 15:30**

**JRA IS AN EQUAL OPPORTUNITY COMPANY** NB: Please note that should you not be contacted thirty days after the closing date, consider your application unsuccessful. The Johannesburg Roads Agency reserves the right not to appoint.

Chairman: J Manche,  
Executive Directors: Dr. S Phillips - Managing Director, G Mbatha CA(SA) - Chief Financial Officer  
Non-Executive Directors: P Govender, J Maina, A Torres, N Msezane, E Ngomane, L Mashamaite, L Nxumalo, H Mashele.  
Company Secretary: K Mills



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Circular 09/2016: DATE ADVERTISED: 29 MAY 2016



**FORENSIC INVESTIGATOR: FIXED TERM CONTRACT FOR 18 MONTHS (Ref:09/2016/43)**

**R469 745 – R704 618 TCTC PER ANNUM**

KEY RESPONSIBILITIES	REQUIREMENTS AND EXPERIENCE
<ul style="list-style-type: none"> <li>• Investigate cases reported via call centre and submit recommendations to management.</li> <li>• Analyse data and develop standardised reports for continuous monitoring based on known key indicators with objectives of preventing and detecting fraud.</li> <li>• Provide analysis support to all investigations.</li> <li>• Create and maintain records and databases of information regarding fraudulent activity which would include historical data.</li> <li>• Compile specified fraud statistics for reporting purposes as and when required by the Managing Director.</li> <li>• Act as the nodal point and custodian of the Case Management System (CMS) whereby new investigations will be registered and progress updated on a regular basis.</li> </ul>	<ul style="list-style-type: none"> <li>• B. Degree/ National Diploma in Criminal Justice/ Forensic Investigation or related field.</li> <li>• 2-3 experience in a Forensic Analysis environment is essential.</li> <li>• 1-2 years' experience in Fraud Prevention &amp; Detective is desirable.</li> <li>• 1-12 months knowledge of Forensic Analyst Software tools is essential.</li> <li>• 1-2 years basic knowledge of Research methodology is essential.</li> <li>• 1-2 years knowledge of the Forensic Analysis process and methodologies is essential.</li> </ul>

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Circular 09/2016: DATE ADVERTISED: 29 MAY 2016



**ASSISTANT MANAGER: SAFETY, HEATH AND ENVIRONMENT (Ref:09/2016/44)**

**R354 098 – R531 149 TCTC - PER ANNUM**

KEY RESPONSIBILITIES	REQUIREMENTS AND EXPERIENCE
<ul style="list-style-type: none"> <li>• Manage the sub-unit in order to ensure effective and productive operations in terms of health and safety.</li> <li>• Facilitate and monitor strategy implementation at an operational level.</li> <li>• Monitor adherence to governance practices in terms of structures, systems, processes, policies, procedures and controls for the sub-unit that ensure delivery on strategic and operational objectives.</li> <li>• Report on successes and challenges related to the implementation of a system for Good Governance in order to comply with all legislation, City requirements and codes of good practice.</li> <li>• Ensure that sufficient risk management is incorporated in the sub-unit's operations so that liability is minimised and or eliminated.</li> <li>• Provide assurance that the existing controls and mitigating factors exert the intended modifying effect for the sub-unit.</li> <li>• Manage and oversee the processes of people management and development for the sub-unit.</li> <li>• Manage the sub-unit's budget in compliance with the Municipal Finance Management Act (MFMA) and Treasury regulations.</li> <li>• Manage stakeholders, providing feedback and accounts for business operations in terms of accomplishments and future plans.</li> </ul>	<ul style="list-style-type: none"> <li>• Bachelor Degree in Safety Management or NQF equivalent.</li> <li>• 5 years' experience in Health and Safety, inclusive of 3 years at supervisory level.</li> </ul>

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Circular 09/2016: DATE ADVERTISED: 29 MAY 2016



**SPECIALIST: TRAFFIC MANAGEMENT SYSTEM (CIMS, TMS, AMS- DECISION SUPPORT) (Ref:09/2016/45 )**

**R R354 098 – R531 149 TCTC PER ANNUM**

KEY RESPONSIBILITIES	REQUIREMENTS AND EXPERIENCE
<ul style="list-style-type: none"> <li>• Manage TMS and collect all traffic control infrastructure.</li> <li>• Capture, analyse and provide recommendations on traffic management, infrastructure trends, statistics and accidents to the Manager of RAMS (Road Accident Monitoring Systems).</li> <li>• Facilitate and monitor strategy implementation at an operational level.</li> <li>• Monitor adherence to governance practices in terms of structures, systems, processes, policies, procedures and controls for the sub-unit that ensure delivery on strategic and operational objectives.</li> <li>• Ensure that sufficient risk management is incorporated to the sub-unit's operations so that liability is minimised and or eliminated.</li> <li>• Provide assurance that the existing controls and mitigating factors exert the intended modifying effect for the sub-unit.</li> <li>• Manage and oversee the processes of people management and development for the sub-unit.</li> <li>• Manage the sub-unit's budget in compliance with the Municipal Finance Management Act (MFMA) and Treasury regulations.</li> <li>• Manage stakeholders, providing feedback and accounts for business operations in terms of accomplishments and future plans.</li> </ul>	<ul style="list-style-type: none"> <li>• B-Tech in Civil Engineering or NQF equivalent.</li> <li>• 5 years' experience in a Road and Transport environment.</li> </ul>

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Circular 09/2016: DATE ADVERTISED: 29 MAY 2016

<b>SPECIALIST: BRIDGE MANAGEMENT SYSTEMS (Ref:09/2016/46)</b>	
<b>R354 098 – R531 149 TCTC PER ANNUM</b>	
<b>KEY RESPONSIBILITIES</b>	<b>REQUIREMENTS AND EXPERIENCE</b>
<ul style="list-style-type: none"><li>• Provide a professional service for the design of infrastructure requirements for bridges, management and regular update of Bridge Management System for Johannesburg Roads Agency.</li><li>• Conduct visual evaluations of bridges and roads.</li><li>• Conduct structural evaluation techniques of roads and bridges.</li><li>• Rehabilitation design of existing pavement structures, reports on project progress and technical issues.</li></ul>	<ul style="list-style-type: none"><li>• National Diploma or Bachelor's Degree in Civil Engineering.</li><li>• 5 years + in the field of civil engineering and at least 3 years managerial/supervisor experience.</li><li>• Experience in bridge management projects. A qualification in Project Management will be an advantage.</li></ul>

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