



City of Johannesburg
Johannesburg Roads Agency

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South Africa
2017

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EXTERNAL POSITIONS

VACANCY CIRCULAR NO. 10/2026

NOTE: THIS IS THE EXTERNAL & INTERNAL CIRCULAR

Applications requirements:

- Complete the online job application form and attach all relevant and updated documents (**6 Months 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.
- Applicants are advised to use Google Chrome when applying for JRA positions.

"JRA, its employees or representatives never ask for a fee from job seekers. Any such requests are fraudulent. Please report any suspicious activities in this regard to the JRA anti-fraud line on 0800 002 587"

CLOSING DATE: 09 AUGUST 2026

JRA IS AN EQUAL OPPORTUNITY COMPANY AND COMMITTED TO EE PRINCIPLES: 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. By submitting your application for a position, you acknowledge that the information is required for the purpose of processing and adjudicating your job application against requirements of the position and you consent to the processing and archiving of the said information.

Circular 10: DATE: 26 JULY 2026

SENIOR MANAGER: LEGAL - (REF: 10/2026/01)	
SALARY: R 1, 742, 188.46 – R 2, 571, 514.40 PER ANNUM TCTC (ALL- INCLUSIVE PACKAGE)	
KEY RESPONSIBILITIES	REQUIREMENTS AND SELECTION CRITERIA
• Oversee the development and maintain a multi-year Governance and Legal Services strategy, annual operational plan, service catalogue and service standards aligned with the JRA business plan and SDBIP. • Monitor workloads, turnaround times, matter outcomes, external legal spend, client satisfaction and implementation of legal recommendations through monthly and quarterly dashboards • Oversee the development, implementation and periodically review JRA's governance framework in alignment with applicable legislation, City requirements, the approved shareholder governance framework and recognised governance standards, including King V. • Provide legal and governance input on material Board, committee and executive submissions, resolutions, policies, transactions and strategic initiatives. • Provide or commission written legal opinions on constitutional, municipal, administrative, commercial, employment, delictual, road-infrastructure and other matters affecting JRA. • Coordinate legal quality assurance of new and revised JRA policies and ensure alignment with legislation, City policies and JRA's governance architecture. • Maintain an approved legal compliance universe, obligations register, compliance calendar and monitoring plan covering all material legislation, regulations, by-laws, licences, permits, standards and City requirements. • Coordinate legally sound responses to regulators, oversight bodies, information requests, investigations and statutory notices. • Oversee the development and maintaining standard agreements, clause libraries, legal checklists, approval protocols and contract legal-review service levels. • Advise on variations, extensions, guarantees, securities, insurance, indemnities, intellectual property, confidentiality, data protection, breach, penalties, termination and remedies. • Maintain a complete litigation and dispute register, undertake early case assessment and approve matter strategies, budgets, evidence plans and settlement parameters within delegated authority. • Appoint, instruct and manage the panel of attorneys, counsel, experts and other service providers; monitor quality, cost, progress and outcomes. • Ensure compliance with court, tribunal and contractual deadlines, preserve evidence and pursue appropriate recoveries, cost orders and enforcement	• LLB degree or recognised equivalent legal qualification at NQF Level 8. • Admission as an attorney or advocate of the High Court of South Africa and current good standing. • Demonstrated commitment to continuing professional development and maintenance of any applicable professional requirements. • Minimum of 8 years' post-qualification legal experience, including at least 4 years in a senior management or leadership role. • Substantial experience across corporate governance, legal advisory, contracts, litigation or dispute resolution, regulatory compliance and legal risk management. • Experience managing professional teams, external attorneys or counsel, legal budgets and executive-level stakeholders.

remedies. • Provide legal support on disciplinary, grievance, collective labour, misconduct, incapacity, restructuring, policy and employment-contract matters. • Maintain a complete claim register and ensure timely acknowledgement, investigation, evidence gathering, liability assessment, quantum review, repudiation, negotiation or settlement within delegated authority. • Translate claims trends into preventive recommendations for maintenance, asset management, recordkeeping, customer communication and operational controls. • Maintain the Governance and Legal Services risk register and contribute material legal and compliance risks to JRA's strategic and operational risk registers. • Implement and maintain fit-for-purpose matter, contract, claims, compliance and governance registers or systems with clear ownership, access controls and data-quality standards. • Oversee the development a precedent, opinion, template and lessons-learned repository and promote consistent use across the function. • Oversee the development of the unit operational plan, performance scorecard, annual calendar and individual performance commitments and review progress at least quarterly. • Submit accurate, concise and decision-useful monthly, quarterly and annual reports on governance, compliance, legal advice, contracts, litigation, labour matters, claims, risks, costs and assurance. • Set clear performance expectations, conduct performance reviews, coach employees and implement development, succession and professional-learning plans. • Ensure lawful procurement and effective contract management of external legal services, experts, investigators and other providers. • Maintain effective working relationships with the Board and committees through the appropriate governance channels, CEO, executive management, Company Secretariat, Finance, SCM, HR, Risk, Internal Audit, technical functions and all business units. • Manage relationships with courts, tribunals, regulators, oversight and law-enforcement bodies, insurers, professional bodies, legal service.	<i>The JRA is an equal opportunity and affirmative action employer, and all appointments will be made in accordance with the Company's Employment Equity Plan to promote its representativity (race, gender, and disability).</i> Please take note that <u>only online applications</u> will be considered. Please apply by using the following link below: https://share.hsforms.com/1KtB9DhDiThqlO2_gw04cKA469tl Only shortlisted candidates will be contacted. 
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Circular 10: DATE: 26 JULY 2026

MANAGER: TRAFFIC IMPACT ASSESSMENT - (REF: 10/2026/02)	
SALARY: R 1, 437, 458.01 – R 2, 114, 418.74 PER ANNUM TCTC (ALL- INCLUSIVE PACKAGE)	
KEY RESPONSIBILITIES	REQUIREMENTS AND SELECTION CRITERIA
- Develop policies and standard operating procedures related to the evaluation of traffic impact assessments within all the regions. - Analyse and interpret data gathered from transport studies, forecast the impact of new and existing developments, and evaluate the impact of closures on traffic operations. - Develop technical assessment reports that confirm all the factors raised in the submitted drawings and reports, ensuring that it complies with legislation and required methodologies. - Ensure effective communication so that sound working relationships exist between the Traffic Impact Assessment team, Development Control, CoJ Transportation, external Consultants, authorities and entities. - Act as an advisory measure to the JDA, CoJ and all traffic engineering related public and private projects. - Communicate and implement the operational plan and activities to employees in the unit and interfacing divisions. - Draft policies and procedures affecting the unit and make recommendations to the Operations Manager for improvements. - Identify, update and manage the strategic and operational risks of the unit and make inputs to the Operational Risk Register. - Ensure that standard operating procedures are in place for all plant used by business units in the JRA. - Contribute to the coordination of assurance activities to ensure the effectiveness of controls, for the unit. - Identify gaps in the assurance provided and review recommendations to close the gaps for the unit. - Drive talent management for the reporting line in terms of recruitment, development and retention. - Facilitate a Performance Management culture and philosophy for the JRA that is linked to the achievement of organisational goals. - Facilitate compliance with the Municipal Finance Management Act (MFMA).	- Bachelor's Degree in Civil Engineering, or relevant NQF level 7 equivalent. - Registration with ECSA as a Professional Engineer or Professional Technologist - Valid Driver's license - Minimum of 8 years in traffic and transport studies with emphasis on traffic impact assessments, inclusive of 5 years' experience at middle management level <i>The JRA is an equal opportunity and affirmative action employer, and all appointments will be made in accordance with the Company's Employment Equity Plan to promote its representativity (race, gender, and disability).</i> Please take note that <u>only online applications</u> will be considered. Please apply by using the following link below: https://share.hsforms.com/1jYhm5qFyTMGa8vsAQCP3yg469tl Only shortlisted candidates will be contacted. 

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Circular 10: DATE: 26 JULY 2026

MANAGER: TRAFFIC SIGNAL DESIGN - (REF: 10/2026/03)	
SALARY: R 1, 437, 458.01 – R 2, 114, 418.74 PER ANNUM TCTC (ALL- INCLUSIVE PACKAGE)	
KEY RESPONSIBILITIES	REQUIREMENTS AND SELECTION CRITERIA
- Act in professional engineering capacity to sign off designs ensuring that all traffic signal designs comply with SARTSM regulations. - Approve the final installation ensuring compliance. - Contribute technical expertise to planning committees or for ad hoc requests on requirements for effective traffic flow management related to traffic signals. - Translate operational feedback into strategic recommendations. - Communicate budgetary parameters in line with the operational plan for the unit. - Ensure compliance with transport policy by all business units in the JRA. - Align recruitment practices with the approved organisational structure to support strategy implementation. - Identify, update and manage the strategic and operational risks of the unit and make inputs to the Operational Risk Register. - Contribute to the coordination of assurance activities to ensure the effectiveness of controls, for the unit. - Drive talent management for the reporting line in terms of recruitment, development and retention. - Facilitate a Performance Management culture and philosophy for the JRA that is linked to the achievement of organisational goals. - Monitor implementation of individual skills development plans for employees in the reporting line. - Effectively source and appoint employees, ensuring that key positions in the unit are filled. - Contribute to the completion of a Combined Assurance Map that assigns assurance responsibility to specific parties and indicates where it's reported, for the unit. - Monitor and report on risk and mitigation within the unit.	- BSc. Civil Engineering or relevant NQF level 7 equivalent. - Registration with ECSA as a Professional Engineer or Professional Technologist. - Valid Driver's license. 8 years' experience in traffic signal design, inclusive of 5 years at middle level management level. <i>The JRA is an equal opportunity and affirmative action employer, and all appointments will be made in accordance with the Company's Employment Equity Plan to promote its representativity (race, gender, and disability).</i> Please take note that <u>only online applications</u> will be considered. Please apply by using the following link below: https://share.hsforms.com/1SXu3JvsNQbyVN6lqHCvsCw469tl Only shortlisted candidates will be contacted. 

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Circular 10: DATE: 26 JULY 2026

SENIOR ENGINEER (TRAFFIC IMPACT ASSESSMENT) - (REF: 10/2026/04)	
SALARY: R 985, 668.19 – R 1, 436, 734.00 PER ANNUM TCTC (ALL- INCLUSIVE PACKAGE)	
KEY RESPONSIBILITIES	REQUIREMENTS AND SELECTION CRITERIA
- Ensure the measurement of performance against set targets and requirements: Analyse and interpret data gathered from transport studies. - Develop technical proposals for a range of traffic and transport developments and schemes. - Prepare and submit evaluations and reports to the Manager so that he/she is informed of the issues relevant to Service Delivery. - Ensure compliance with the Road Traffic Act and other relevant legislation and engineering guidelines. - Align recruitment practices with the approved organisational structure to support strategy implementation. - Draft policies and procedures affecting the unit and make recommendations to the Operations Manager for improvements. - Identify, update and manage the strategic and operational risks of the unit and make inputs to the Operational Risk Register. - Contribute to the coordination of assurance activities to ensure the effectiveness of controls, for the unit. - Ensure that assessments of the quality of the assurance are conducted through interaction with the assurance recipients, for the unit. - Identify gaps in the assurance provided and review recommendations to close the gaps for the unit. - Manage workload and productive utilisation of employees in the unit. - Monitor implementation of individual skills development plans for employees in the reporting line. - Manage adherence to supply chain processes to ensure successful implementation of operational plans and the budget. - Provide relevant stakeholder information that will contribute to the stakeholder analysis exercise. - Facilitate effective liaison on projects with internal and external stakeholders on projects.	- Bachelor's Degree in Civil Engineering, or relevant NQF level 7 equivalent. - Registration with ECSA as a Professional Engineer or Professional Technologist. - Valid Driver's license - Minimum of 5 years in traffic and transport studies with emphasis on traffic impact assessments, inclusive of 3 years' supervisory experience. <i>The JRA is an equal opportunity and affirmative action employer, and all appointments will be made in accordance with the Company's Employment Equity Plan to promote its representativity (race, gender, and disability).</i> Please take note that <u>only online applications</u> will be considered. Please apply by using the following link below: https://share.hsforms.com/1yJAObgpdQleY1YTJUECIKw469tl Only shortlisted candidates will be contacted. 

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Circular 10: DATE: 26 JULY 2026

SENIOR ENGINEER (TRAFFIC SIGNAL DESIGN) X2 - (REF: 10/2026/05)	
SALARY: R 985, 668.19 – R 1, 436, 734.00 PER ANNUM TCTC (ALL- INCLUSIVE PACKAGE)	
KEY RESPONSIBILITIES	REQUIREMENTS AND SELECTION CRITERIA
- Act in professional engineering capacity to sign off designs ensuring that all traffic signal designs comply with SARTSM regulations. - Design new and revised traffic signal layout plans in accordance with the SARTSM Volume 3 requirements. - Ensure that site observations of signalized intersections are carried out regularly to identify problematic sites. - Ensure that the conceptual design of the intersection requirements is done according to the analytical inputs. - Review external designs and ensure effectiveness and compliance to legislation and regulations. - Contribute technical expertise to planning committees or for ad hoc requests on requirements for effective traffic flow management related to traffic signals. - Make inputs to the unit's operational plan by providing constant feedback to the manager, based on operational performance, risks, challenges, lessons learnt and best practice for the discipline. - Draft management reports so that internal and external stakeholders are informed of performance progress and relevant issues of the unit. - Identify and manage the operational risks of the sub-unit and make inputs to the operational Risk Register. - Contribute to the coordination of assurance activities to ensure the effectiveness of controls, for the sub-unit. - Oversee talent management for the sub-unit in terms of recruitment, retention and individual skills development. - Implement JRA performance management requirements, ensuring continuous performance feedback to and development of employees - Contribute to the stakeholder identification process from a sub-unit perspective. - Facilitate effective community liaison on projects by managing stakeholder participation with Regional Managers, Ward Councilors, etc.	- Bachelor's degree in civil engineering or relevant NQF level 7 equivalent. - Registered as a professional engineer/technologist in terms of the Regulations of the Road Traffic Act. 5 years of experience in traffic signal design, inclusive of 3 years' experience at supervisory level <i>The JRA is an equal opportunity and affirmative action employer, and all appointments will be made in accordance with the Company's Employment Equity Plan to promote its representativity (race, gender, and disability).</i> Please take note that <u>only online applications</u> will be considered. Please apply by using the following link below: https://share.hsforms.com/1MDN1wY1FQl6lys6Rp7y2sw469tl Only shortlisted candidates will be contacted. 

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DEPOT MANAGER: FLEET AND PLANT (REF: 10/2026/06)	
SALARY: R 1, 188, 713.18 – R 1, 741, 301.49 PER ANNUM TCTC (ALL- INCLUSIVE PACKAGE)	
KEY RESPONSIBILITIES	REQUIREMENTS AND SELECTION CRITERIA
- Develop the annual operational plan for the depot aligned to the key performance indicators for the regions. - Report on operational progress in terms of the business and operational plans for the business unit. - Ensure that all equipment and vehicles is maintained in terms of original equipment manufacturer standards - Direct and oversee the implementation of the operational policies and procedures for depots. - Ensure that procedures are conducive to meeting the operational as well as the safety and regulatory requirements. - Ensure compliance with transport policy by all business units in the JRA. - Oversee and ensure compliance with the OHSA as well as the RTA and related regulations. Responsible for ensuring the required measures are taken for safe working environment procedures, protective gear, signing of registers and safety checks etc. - Ensure that all plant and vehicles is maintained and kept in a safe working condition. - Ensure that standard operating procedures are in place for all plant used by business units in the JRA. - Facilitate regular meetings with Depots on one-on-one basis and via LTO forum to decide on appropriate actions relating to fleet risks and fleet issues. - Direct and ensure adequate measures for the management and monitoring of contractors to ensure compliance to contractual agreements as defined in the JRA operational parameters - Ensure that expenditure is aligned with the allocated budget for the unit. - Prepare monthly expenditure reports on the budget. - Contribute to the JRA achieving a clean administrative audit outcome, from a unit perspective.	- Bachelor's degree in Logistics Management, Mechanical or Civil engineering or relevant NQF level 7 equivalent. 8 years' experience in Logistics Management, Mechanical or Civil engineering inclusive of 5 years in a middle management position. <i>The JRA is an equal opportunity and affirmative action employer, and all appointments will be made in accordance with the Company's Employment Equity Plan to promote its representativity (race, gender, and disability).</i> Please take note that <u>only online applications</u> will be considered. Please apply by using the following link below: https://share.hsforms.com/1spENH8v2R9SUIFx8gghfYA469tl Only shortlisted candidates will be contacted. 

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DIESEL MECHANIC: MAJOR, SPECIAL & MINOR PLANT – X2- (REF: 10/2026/07)	
SALARY: R 317 033.24 – R 475 549.90 BASIC SALARY PER ANNUM	
KEY RESPONSIBILITIES	REQUIREMENTS AND SELECTION CRITERIA
- Lubricate machinery. - Attend to breakdowns. - Report on plant machinery activities to the assistant manager workshops. - Be vigilant during plant operations to assist in reporting any production faults. - Provide feedback to operators on the correct operation procedures of the machines. - Provide guidance to operators and drivers on maintenance and operation. - Conduct on site repairs and services. - Schedule services of machines and ensure that this done within the specifications. - Check filtration systems. - Check prop shafts and differential. - Check on faults indicators and control sensors. - Check all engine management systems. - Check all the suction and vacuum hoses. - Record service intervals and adhere to potential maintenance requirements. - Understand correct procedures and functioning of equipment. - Guide and advise on the correct start- up operation and shut down of machines and vehicles. - Advise the Assistant Manager workshops on future potential maintenance. - Identify potential future failures. Know the service intervals and the components to be replaced at each interval. - Identify mechanical safety hazards.	- Grade 12 or relevant NQF equivalent. - Diesel mechanic Trade Test Certificate. 5 years' relevant experience as a Heavy-Duty Diesel Mechanic, (Road construction equipment). <i>The JRA is an equal opportunity and affirmative action employer, and all appointments will be made in accordance with the Company's Employment Equity Plan to promote its representativity (race, gender, and disability).</i> Please take note that <u>only online applications</u> will be considered. Please apply by using the following link below: https://share.hsforms.com/1WMTLGOfQQgWiLLRFRbU33w469tl Only shortlisted candidates will be contacted. 

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