



a world class African city

City of Joburg Property Company SOC Ltd.

3rd Floor
Forum 1
Braam Park
33 Hoofd Street
Braamfontein
2017

PO Box 31565
Braamfontein
2017

Tel +27(0) 10 219 9000
Fax +27(0) 10 219 9400

www.jhbproperty.co.za

INTERNAL AND EXTERNAL ADVERT	
Vacancy :	Stakeholder Consultant x4
Business Unit	Client Business Operations
Reporting To :	Manager: Business Operations
Ref:	HCM/01/2024
The applicable Basic Salary is R53 420.00 (excluding benefits)	

Purpose:

Responsible for working collaboratively with stakeholders and JPC business units to help deliver project-specific processes in support of service delivery. Consult and communicate with stakeholders to establish the needs and requirements of all stakeholders and customers.

Requirement :

A relevant degree and/or equivalent in social process/stakeholder engagement/customer relations.

Experience

- Experience in working with the community and complex stakeholder environments.
- Experience in producing and implementing communication, community relations, and stakeholder engagement strategies and plans.

Preferable

- Ideal: Post qualifications in social processes/community engagement

Responsibilities:

- Develop a stakeholder matrix and consult JPC and CoJ thereon
- Define community engagement framework
- Finalise SLAs with internal stakeholders on information sharing and community engagement processes
- Develop and implement stakeholder engagement strategies including informing, consulting, and involving stakeholders
- Advising senior management of issues and/or risks to stakeholder relationships as soon as they arise so risks can be managed effectively.



JOBURG
PROPERTY COMPANY

Non-Executive Directors: Simon Motha (Chairperson)
Bettycourt Teffo | Ellen Rakodi | Fulufhelo Ratshikhopha | Londiwe Mthembu |
Mxolisi Zondo | Ntombikayise Tini | Sabelo Mtolo |
Tshepang Thatelo

Executive Directors: Helen Botes (Chief Executive Officer)

Company Secretary: Gontse Dlamini
City of Joburg Property Company SOC Ltd.
Registration Number: 2000/017147/07



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Note:

- JPC is an Employment Equity Employer; therefore, an appointment will be made in accordance with the company's employment Equity Policy and Plan.
- Submit a detailed, relevant CV including copies of qualifications via e-mail to JOBS@jhbproperty.co.za
- Quoting the relevant reference and job title.
- Applicants must note that further verifications like qualifications and criminal checks will be conducted once they have been shortlisted and that their appointment will be subject to positive outcomes on these checks.

Should you have any queries kindly contact **Amukelani Maluleke on 066 282 0725**

If you do not hear from us within 6 weeks after the closing date, you may consider your application as unsuccessful.

Closing Date: 02 February 2024



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