



a world class African city



City of Johannesburg  
Metrobus

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## VACANCY ADVERTISEMENT

**Position Name : Managing Director**

**Salary Grade : TCC (highly negotiable)**

**Employment Status: Five (05) years performance based contract**

**Job purpose: As the accounting Officer of Metrobus, the incumbent must lead and direct the municipal entity by providing strategic leadership, policy guidelines, governance and compliance to ensure efficiencies of the organization; and be further responsible for:**

- Establishment and maintenance of a strategic management system for the entity as a whole to ensure the achievement of the Entity's strategic objectives, its developmental and service delivery obligations.
- Responsible and accountable for the formation and development of an economical, efficient and accountable administration as head of the Entity so as to ensure that the objectives of sound governance principles are achieved.
- Oversee the formulation, implementation and maintenance of the Entity's Strategic Plan, Business and Operational plans aligned to the Johannesburg's City's Integrated Development Plan (IDP) targets relevant to Metrobus Entity.
- Strategic management of the effective and efficient provision of the Entity's services to the local community to ensure that services are delivered in a cost effective, sustainable and equitable manner.
- Responsible and accountable for various financial management duties as Accounting Officer of the Municipality entity in terms of the Municipal Finance Management Act (56/2003), to ensure accountability of the entity's finances.
- Develop and monitor policies at the strategic management level to ensure organizational efficiency.

### **Minimum experience and qualifications:**

- A relevant postgraduate business qualification (CA, engineering, transport planning, transport economy, MBA or equivalent tertiary qualification).
- A minimum of eight (8) years' experience at an Executive Management level.
- Experience in the logistics, public transport or local government sector will be an added advantage.
- Turn-around experience will be an advantage.

### **Key Performance Areas:**

- Develop for Board's and City approval, Metrobus business plans, sound operating plans and concomitant budget.
- Ensure effective and efficient implementation of scheduled and contracted bus services
- Ensure the transition to and participation within the Integrated Public Transport Network

- Promote the City's transportation values by meeting the highest ethical standards, cultivating a positive and ethical work climate that is conducive to attracting, retaining and motivating a diverse group of top-quality talent at all levels and instilling the organisation's vision and values through modelling them and communicating them.
- Keep the Board and the shareholder fully informed in a timely and candid manner of the progress of the organisation towards the achievement of its established goals and of all material deviations from the goals or objectives and policies established by the Board.
- Take steps to build an effective management team and oversee the plan for management's development and succession.
- Promote world class customer service strategy to ensure the highest possible customer experience on Metrobus.
- Oversee and finalise the development of financial plans on an on-going basis, this includes revenue forecasting, fare pricing and fare collection practices.
- Develop and maintain contingency plans for dealing with service disruptions and be responsible for execution of such plans.
- Establish and monitor plans for provisions of security to passengers, employees and equipment.
- Develop and maintain effective relationships with all stakeholders including Organised Labour.
- Analyse and implement innovative solutions to improve institutional processes
- Establish effective and sound business governance environment.

- **Knowledge, Skills and Attributes**

**Skills and knowledge**

- Able to promote the generation, sharing and management of knowledge and information.
- Able to plan, prioritise and organize information and resources effectively
- Effectively manage, inspire and encourage employees to optimize talent to achieve institutional objectives
- Negotiation, Conflict Resolution and Lobbying
- Able to share information, knowledge and ideas in a clear, focused and concise manner to appropriate stakeholders to achieve desired outcomes
- Able to compile, plan and manage budgets, control cash flow, institute financial risk management and administer procurement processes in line with relevant legislation

**Personal Attributes**

- Integrity and professionalism
- Political astuteness/ awareness
- Impact & Influence/ Communication
- Customer focus and results orientation
- Policy conceptualization and formulation
- Ability to provide Strategic direction and Leadership
- Institutional performance Management and Accountability
- Ability to establish and maintain collaborative partnerships

- Leading through vision and values

**NB:**

- **The successful candidate shall comply with legislated minimum requirements**
- **Short listed candidates are allowed to request a detailed job description of this advertised post.**
- **Metrobus reserves the right not to fill the position**
- **Please email your CV, quoting Ref: Managing Director, to [Griet.Greyling@gjjima.com](mailto:Griet.Greyling@gjjima.com)**
- **Closing date: 20 July 2017**

**Location: Metrobus Head Office**

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