



VACANCY: JOINT MEDICAL HOLDINGS

DIVISION:	CITY HOSPITAL
JOB TITLE:	PROJECT MANAGER (Special Rating Area (SRA))

PURPOSE OF POSITION

- The consultancy role is to serve as facilitator and project manager to initiate the process for the establishment of the SRA. This role will entail inter alia, interaction and negotiation with a broad range of stakeholders, including but not limited to,
- eThekweni Municipality, SA Police Services, Elected political representatives, Community Groups, Ratepayers, Business Owners and residents.

KEY PERFORMANCE AREAS

- Demonstrate insight into the requirements of the SRA.
- Identify key stakeholders for the establishment of the SRA and serve as a liaison between them.
- Conceptualize and formulate the SRA establishment plan
- Interact and collaborate with various stakeholders, including:
 - eThekweni Municipality
 - SA Police Services
 - Elected political representatives
 - Community Groups
 - Ratepayers and Business Owners in the Demarcated Areas
- Develop a detailed scope of work for the SRA establishment, including a business plan and budget.
- Create specific timelines and budgets for the project, ie detailed 12 month and 36-month budgets.
- Prepare and make submissions to Municipal structures, the Economic Development Committee for consideration and approval.
- Execute the developed plan for the SRA.
- Manage the overall project timeline and milestones.
- Coordinate meetings and communications among stakeholders.
- Document progress and maintain project records.
- Identify and mitigate potential risks to the project.

COMPETENCIES (The following will be advantageous)

<p>MINIMUM REQUIREMENTS (Educational Qualifications & Experience)</p>	<ul style="list-style-type: none"> • Tertiary Qualification essential in one of the following (Public Sector Management /Facilities Management/ Town Planning/ OHS/ Business Administration/ Environmental Management/Negotiation). • 5- 10 years’ experience working in Greenfields initiatives with an emphasis on stakeholder collaboration and management straddling private and public sectors. • 2- 5 years’ experience as a project leader/ working on similar UIP or SRA projects
<p>SKILLS (Practical & Technical)</p>	<ul style="list-style-type: none"> • Creative and problem-solving capability. • Public Sector Knowledge • Strong customer service • Strong Attention to Detail • Computer proficiency in Microsoft Office • Excellent Communication and writing Skills • Interpersonal Skills • Time management • Take Initiative • Be a strong team player and maintain good working relationships with individuals from diverse backgrounds
<p>BEHAVIOURAL ATTRIBUTES (Personality Characteristics)</p>	<ul style="list-style-type: none"> • Professionalism and initiative • Well-spoken and respectful • Must be able to adhere to all company rules and policies.
<p>JMH VALUES (Commitment)</p>	<ul style="list-style-type: none"> • We respect the dignity of an individual. • We are committed to giving our doctors top quality service. • We are committed to building an atmosphere of trust, and to train and develop our staff to their fullest potential. • We are committed to providing our shareholders with a fair rate of return on their investment. • We will act in a responsible manner towards our physical and social environment.
<p>CV's together with supporting documents should be submitted to: recruitment@jmh.co.za</p>	

NB: Only short listed candidates will be contacted.
POPIA CLAUSE – HR ADVERTS

Your information is collected and processed in accordance with the Protection of Personal Information Act No 4 of 2013 (POPIA).

By applying to this advert, you consent to JMH (Pty) Ltd collecting and processing your personal information for the purpose of determining your eligibility for the advertised position.

If unsuccessful, your personal information is securely destroyed and is not retained by the company.

Closing date for applications is 4th August 2024
Yours faithfully
Jenny Bux
Group HR Manager