



Permanent Position

Metropolitan Trading Company has the following permanent opportunity.

<u>Department:</u>	Metropolitan Trading Company (MTC)
<u>Position:</u>	Chief Operations Officer
<u>Salary Range:</u>	Market Related Salary
<u>Division or Cluster:</u>	Operations
<u>Reports to:</u>	Chief Executive Officer
<u>Workplace:</u>	Braampark

BRIEF BACKGROUND OF METROPOLITAN TRADING COMPANY:

Metropolitan Trading Company (MTC) is an entity owned by the City of Joburg Metropolitan Municipality (the City) tasked with operating Johannesburg Broadband Network (JBN).

The aim of the JBN is to ensure the availability of affordable broadband connectivity throughout the City, which will support socio-economic development through accelerated growth, expanded productivity leading to enhanced quality of life for all. JBN is also aimed to lower the City's own operating costs whilst increasing access to telecommunications services for residents in the City. This will stimulate economic development in the City, reduce ICT costs and provide available broadband access to the industry.

The primary objectives of MTC are:

- To increase the competitiveness of existing businesses within the City.
- Increase the usage and penetration of high- speed broadband connectivity.
- Facilitate the growth and development of new and existing Information and Communication Technology (ICT) businesses.
- Improve the marketability of Joburg as an investment destination.
- Increase and accelerate access to the benefits of internet-based communication to achieve digital inclusion.
- Reduce the operating costs to the City and improve service delivery.

MTC is currently embarking on a recruitment process for the purposes of capacitating its resources to enable seamless operations.

Educational Requirements and Experience

- Bachelor's degree in computer science
- 10 years relevant experience of which at least 5 years has been at a senior level in ICT/Telco environment.
- Excellent Communication skills, both Written and Verbal
- Excellent proven Organizational Skills
- Strategic Thinking
- Must have a driver's license.

Job Description:

- Strive to achieve the operational goals and objectives and ensure that the day-to-day business affairs of the organization are properly managed within the approved framework of delegated authority.
- Provide input into and assist in the preparation of MTC Strategy
- Ensure IDP delivery.
- In Collaboration with EXCO, review Operations resource and capability requirements considering MTC's Strategic Objectives and Business Challenge
- Ensure the alignment and integration of operations infrastructure planning and capacity-building initiatives with those of the broader organizational objectives.
- Accountable for the overall performance of Operations in accordance with the performance standards set with respect to BEE initiatives, quality, service, efficiency, safety, health, and profitability.
- Monitor, interpret, and act upon all operational Key Performance Indicators
- Initiate and facilitate regular meetings with key stakeholders in conjunction with the Chief Technology Officer, build relations with target customer groups.
- Take responsibility for shaping MTC Operations to realize the vision and strategic direction of a Broadband Municipal Entity in line with the COJ (GDS) 2040 goals.

For further information relating to Job Description and Specifications, interested applicants can contact:

Tel No: (011) 431-1354

A comprehensive CV, certified copies of your Qualifications and a certified ID copy should be emailed to:

E-Mail: mtcexecutives@tianaconsulting.co.za

NB: Please indicate name of the position you are applying for on the subject line.

Nomsa Ntezo

HR Manager

PUBLICATION DATE: 04 November 2023

CLOSING DATE: 18 November 2023

VACANCY CIRCULAR: **MTC RECRUITMENT 05/2023**



PERMANENT POSITION

Metropolitan Trading Company has the following permanent opportunity.

<u>Department:</u>	Metropolitan Trading Company (MTC)
<u>Position:</u>	Head Risk and Compliance
<u>Salary Range:</u>	Market Related Salary
<u>Division or Cluster:</u>	Head Risk and Compliance
<u>Reports to:</u>	Chief Executive Officer
<u>Workplace:</u>	Braampark

BRIEF BACKGROUND OF METROPOLITAN TRADING COMPANY:

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Educational Requirements and Experience

- Bachelor's degree in Compliance and Risk Management/ B.A Degree in Internal Audit (NQF Level 7) and a Certification from the Institute of Risk Management South Africa/ Certification from the Institute of Internal Audit
- The incumbent must be a qualified Risk Practitioner
- Eight (8) years of ICT experience in Risk Management of which at least 5 years has been at a senior level experience.
- Must be able to work under pressure.
- Confidence to implement best practices.
- Judgement to balance compliance Risks and Mitigations
- Excellent Communication skills, both Written and Verbal

- Excellent proven Organizational Skills
- Must have driver's license.

Job Description:

- Lead the development of the Risk Management Strategy to determine risk appetites and risk limitations to drive operational and strategic risk management.
- Oversee the development of risk policies aligned to the Risk Management Strategy
- Manage the development and implementation of risk framework aligned to the Risk Management Strategy
- Develop and implement risk assessment processes and plans for the organization.
- Determine risk exposure and manage a Risk Register to identify classes / sources of risk.
- Oversee the implementation of a fraud prevention operating model.
- Support and advice management in ensuring good governance and general compliance with law.
- Provide general legal advice and/or opinion to units of MTC, executive management and the Board.
- Review legislations affecting the MTC and recommend the necessary amendments to the Shareholder.
- Provide compliance analysis and support for department/corporate issues/questions/ projects.
- Conduct compliance awareness sessions.
- Prepare risk reports for presentation to the relevant stakeholders to feed back on the organization's risk profile.
- Prepare reports on compliance and submit through to the relevant key stakeholders.
- Conduct risk mapping using the strategic, key operational and business unit-level risk profiles to establish what risks are assured and by whom and what risks should be assured and by whom.
- Design the blueprint for the combined assurance which includes the risk-based assurance coverage, analyzed per assurance provider and management/ governance committee responsible.
- Co-ordinate information from the various assurance providers and verify the accuracy of the information.
- Evaluate the adequacy and effectiveness of controls based on audits conducted to provide a written assessment to the Board.
- Evaluate internal financial controls to provide a written assessment to the Audit Committee.

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Nomsa Ntezo

HR Manager

PUBLICATION DATE: 04 November 2023

CLOSING DATE: 18 November 2023

VACANCY CIRCULAR: MTC RECRUITMENT 06/2023



PERMANENT POSITION

Metropolitan Trading Company has the following permanent opportunity.

<u>Department:</u>	Metropolitan Trading Company (MTC)
<u>Position:</u>	Head Legal
<u>Salary Range:</u>	Market-Related Salary
<u>Division or Cluster:</u>	Legal
<u>Reports to:</u>	Chief Executive Officer
<u>Workplace:</u>	Braampark

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Educational Requirements and Experience

- A B-Degree plus a Post Graduate qualification in law and contracts
- A minimum of 5 years' experience in a similar position, at a similar level of strategic influence in a large enterprise
- Admission as an attorney or advocate to the bar is an advantage.
- Comprehensive understating of local government law and environment
- Ability to work with political representatives, Boards, and senior management of MTC and The City of Johannesburg as a Shareholder and work under high levels of stressful conditions.
- High decision-making ability.
- Be able to communicate effectively on a high level.
- Must have a driver's license.

Job Description:

- To strategically lead, direct, and control the provision of an effective and comprehensive Legal and Contract Service to MTC by developing and implementing the strategies, policies, frameworks, systems, processes, and procedures.
- Interpret all Legal Framework and provide advice on the continuous improvement of legal compliance throughout the Entity.
- Strategically integrate the legal and contract support services within the MTC
- Develop, maintain, and review an effective system of delegations to the Chief Executive Officer, Committees and staff.
- Provide immediate and ongoing legal advice to the Chief Executive Officer and The Board on any potential legal risk for MTC and liaise with the various Department in this regard.
- Advise the Executive team immediately of any decision or action which may expose MTC to risk and recommend and advise on the best legal strategy to protect MTC's interest.
- Ensure the development of a program for the reviews of by-laws for all functions of MTC.
- Represent and ensure representation of MTC before and/or on relevant statutory bodies to protect the interests of the MTC.
- Conduct research into the best practices associated with the functionality of the department and determining the appropriateness of specific procedures for implementation.
- Lead and direct staff within the Legal and Contracts Department so that they are able to achieve the objectives set for them.

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HR Manager

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VACANCY CIRCULAR: MTC RECRUITMENT 04/2023
