



JOB OPPORTUNITY

The City of Cape Town promotes and applies the principles of employment equity. People with disabilities are encouraged to apply.

DIRECTORATE OF THE MAYOR • ORGANISATIONAL AND POLICY PLANNING
GENERAL POLICY ANALYST (SENIOR PROFESSIONAL OFFICER)
TCOE SALARY: COMMENCING FROM R694 272 PER ANNUM • REF NO. DM 07/18

Key performance areas:

- Provide high level professional analysis, research, writing and drafting for the development of policies, by-laws and strategies on a range of urban management matters impacting the City of Cape Town
- Apply substantial professional knowledge in government, policy and strategy in analytical support and advice to senior decision-makers and leadership
- Coordinate, facilitate and liaise with a broad range of internal and external stakeholders in support of evidence-based and inclusive policy-making for the City of Cape Town
- Professionally draft, package, present and communicate analysis, research and proposals to internal and external stakeholders.

Requirements:

- Post Graduate degree in Public Policy, Public Administration, Politics, Economics, Law, Urban Planning, Business Administration or other disciplines relating to public policy, public management or urban management
- Proven experience in policy analysis and development
- Knowledge of South African Local government policy; context and urban management/development context would be advantageous

Applicants who previously applied need not apply again.

Please apply online at www.capetown.gov.za/careers (external applicants) or via the SAP Portal (internal applicants).

Closing date: 30 March 2018.

- Visit our website at www.capetown.gov.za/careers for full details about this position and other vacancies.
- Please quote the reference number of the vacancy in all communications.
- Certified copies of qualifications must be available on request.
- Copies of supporting documents will not be returned.
- Kindly note that applications will not be acknowledged in writing.
- No late applications will be considered.
- If no notification of appointment is received within 3 months of the closing date, please accept that your application was unsuccessful.