



Job Profile Managing Director

JOB INFORMATION SUMMARY	
JOB TITLE:	Managing Director
REPORTS TO:	Board of Directors
JOB GRADE:	F2
OCCUPATIONAL LEVEL	Executive Management
FUNCTIONAL AREA:	Office of the Managing Director
COMPANY:	PIKITUP SOC (Ltd)
LOCATION	Head Office

ROLE PURPOSE
<p>The purpose of this role is to drive the provision of sustainable integrated waste management services to the citizens of the City of Johannesburg. In executing this mandate, the Managing Director will develop the necessary business plans and corporate strategy to implement world-class waste services in support of the Growth and Development Strategy of the City of Johannesburg.</p>

ROLE REQUIREMENT	
Essence of the role/Key Accountabilities	Key Activities / Decision Areas
a) Strategic Direction	<ul style="list-style-type: none"> Develop and implement policies in support of the sustainable provision of cost-effective waste management services, with the assurance that there will be sustainable asset maintenance and infrastructure replacement programme and reduction of waste; Formulate and ensure implementation of strategy; Give input to the Board and influence for support; Identify and timeously address problems and opportunities central to business success; Proactive assessment of future business needs.
b) Operations Management	<ul style="list-style-type: none"> Conduct monthly review; Identify and analyse trends; Undertake regular site visits to facilitate problem-solving and strengthen key relationships; Attend board meetings; Ensure that the Board of Directors receives regular reports on the current state of the business; Ensure board decisions are implemented timeously.
c) Corporate Governance	<ul style="list-style-type: none"> Ensure governance is aligned to various legislation that impact on the company, including the Municipal Finance Management Act (MFMA), Municipal Systems Act (MSA) and Waste Management Acts; Ensure appropriate, ethical and relevant procurement



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	<p>processes;</p> <ul style="list-style-type: none"> • Regularly assess and communicate corporate values; • Lead by example in organisational ethics and morals; • Take strong action against non-adherence to values, ethics and codes; • Ensure that the necessary support processes are in place to support the annual audit conducted by the office of the Auditor General and ensure an unqualified audit result.
d) Financial Discipline	<ul style="list-style-type: none"> • Develop funding proposals in line with strategic vision; • Complete financial reporting at least quarterly; • Assess budgetary requests; • Assess budget requirements on a monthly basis; • Investigate and probe any variance; • Approve discretionary additional funding, where appropriate. • Identify business opportunities and long-term business growth strategies that will generate revenue for Pikitup; • Ensure that National treasury cost containment measures are adhered to.
e) People Management	<ul style="list-style-type: none"> • Oversee a team of executives to ensure the provision of: <ul style="list-style-type: none"> ➢ Service delivery ➢ An effective and efficient management system and processes for financial accounting ➢ Management of risk and development of human capital development strategies • Ensure that the Executive committee meetings are held regularly; • Develop and implement optimal organisational structures; • Ensure the recruitment strategy aligns to the business plan; • Conduct quarterly performance reviews and manage performance of direct reports; • Motivate and coach direct reports; • Develop contingency plans to ensure organisational stability.
f) Ad Hoc and Miscellaneous	<ul style="list-style-type: none"> • The list of tasks/duties and responsibilities contained in this document is not necessarily exhaustive, and the employer is entitled to instruct the employee to carry out additional duties or responsibilities, which may fall reasonably within the ambit of the job description, or in accordance with operational requirements. Such variable tasks should be listed and recognised in the employee's performance compact.



KEY RELATIONSHIP INTERFACES

Internal Key Relationships (to Pikitup):

- Executives
- General Managers
- Organised Labour
- Board of Directors

External Relationships (with departments and other key parties):

- City of Johannesburg (CoJ)
- MMCs
- Government departments
- consultants
- Service providers
- Professional bodies
- Investors
- Private land owners

Job Specific Requirements

Competencies (Knowledge, skills and attributes)

Skills	Technical / Professional Expertise
<ul style="list-style-type: none"> • Intellectual and personal integrity; • Interpersonal skills, imagination and drive; • Strong stakeholder management and communication skills; • Leadership; • Strong negotiation skills; • Conflict/ dispute resolution skills; • Demonstrates agility in challenging, complex or ambiguous situations and is able to integrate material from a wide range of learning and thinking; • Decisive, ethical and ability to apply good judgement. 	<ul style="list-style-type: none"> • The versatility to apply quantitative and/or qualitative methodologies to subject matter across disciplinary boundaries; • Ability to understand the solutions required for service delivery in the waste management sector, including the future needs of the country; • Lead the creation of a shared vision for staff, the board and pertinent external groups that are aligned with the organisation, including educating others on the future direction and inspire them to be supporters and advocates; • Directly face the strengths and weaknesses of the organisation as well as the external opportunities and threats. Must leverage on the strengths of the organisation; • Proven track record of managing performance of organisational deliverables.
<p>Knowledge: State the job knowledge required</p>	<ul style="list-style-type: none"> • Knowledge of the principles of the MFMA/PFMA and king III report on corporate governance; • Advanced knowledge of relevant policy, legislation, institutional governance systems, audit and risk and finance management.

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Qualifications	
Minimum	Ideal
<ul style="list-style-type: none">A relevant Bachelor's Degree;A post graduate qualification in any of the following disciplines: Business, Economics, Engineering and Finance.	<ul style="list-style-type: none">An MBA/ MBL qualification will be an added advantage.
Experience	
Minimum	Ideal
<ul style="list-style-type: none">10 Years' experience at executive level of which 5 years in waste and/ or logistics management company;Proven experience in State or Municipal Owned Enterprise, or an environment where compliance with strict governance protocols apply	<ul style="list-style-type: none">

Job profile approved by:

_____	_____	_____
Name (Incumbent)	Signature	Date
_____	_____	_____
Name (1st level Manager)	Signature	Date
_____	_____	_____
Name (2nd level Manager)	Signature	Date