



INTERNAL/EXTERNAL ADVERTISEMENT

MANAGER: FACILITIES AND PROPERTY MANAGEMENT

PERMANENT

SALARY R 950 000 PER ANNUM (All Inclusive Total Cost-to-Company)

Minimum Requirement	Responsibilities
<ul style="list-style-type: none"> • Matric • NQF 7 (Bachelor’s degree or similar qualification in the built environment) • Minimum 5 years of experience as a Facilities/Property Manager • Valid Driver’s License 	<ul style="list-style-type: none"> • Conduct a Building Conditions Audit (BCA) every 3 years, update the maintenance plan and budget accordingly, and ensure effective implementation after signing off. • Conduct regular building condition audits and asset lifecycle evaluations to monitor and improve asset performance. • Develop and implement property maintenance strategies and long-term asset management plans, integrating sustainability initiatives into the planning and operations. • Accountable for the regular maintenance of buildings and reporting on their status per the maintenance plan. • Monitor the condition of EHC’s properties and facilities by conducting inspections, identifying key areas of concern (e.g., security, maintenance, cleanliness), and creating action plans to address issues in alignment with the maintenance plan. • Ensure the team appropriately manages and facilitates all maintenance activities,

	<p>including investigating and resolving tenant complaints to ensure compliance with occupancy rules.</p> <ul style="list-style-type: none"> • Accountable for the regular maintenance of buildings and reporting on their status per the maintenance plan. • Monitor the condition of EHC’s properties and facilities by conducting inspections, identifying key areas of concern (e.g., security, maintenance, cleanliness), and creating action plans to address issues in alignment with the maintenance plan. • Ensure the team appropriately manages and facilitates all maintenance activities, including investigating and resolving tenant complaints to ensure compliance with occupancy rules. • Accountable for the regular maintenance of buildings and reporting on their status per the maintenance plan. • Monitor the condition of EHC’s properties and facilities by conducting inspections, identifying key areas of concern (e.g., security, maintenance, cleanliness), and creating action plans to address issues in alignment with the maintenance plan. • Ensure the team appropriately manages and facilitates all maintenance activities, including investigating and resolving tenant complaints to ensure compliance with occupancy rules. • Ensure compliance with the OHS Act and other relevant regulations.
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Interested persons who meet the above requirements must send their applications to the Ekurhuleni Housing Company, Cnr Hendrik Potgieter and 7th Avenue, Edenvale, or to recruitment@ehco.org.za, for attention: **HR: Ms. Brenda Sekhute**. The interviews will be conducted during March 2025. Consider your application as unsuccessful should you not hear from the company within 21 days of the closing date of **11 March 2025**

