



The Housing Development Agency (HDA) is a national public sector development agency that inter alia has the mandate to identify, acquire, prepare, and develop suitable land for human settlements. The agency also undertakes the programme and project management for development of housing and human settlements. The HDA carries out its functions in partnership with a range of stakeholders including national, provincial, and local government as well as with communities, developers, and financiers. Established in 2009, the Agency was established by an Act of Parliament in 2008 and is accountable through its Board to the Minister of Human Settlements.

For more information about the HDA, please visit our website: www.thehda.co.za
Follow us on X @the_hda and on Facebook: The Housing Development Agency.
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The HDA has the following positions: **Three (3) years Fixed Term contract position:**

Chief Engineer

Location: HDA Head Office - Johannesburg

Reporting Line: Programme Manager: Informal Settlements Upgrading and Emergency Housing (ISU & EH)

Ref: HDACEPPC02

Main Purpose: To perform and manage all aspects of varied innovative and complex engineering activities that result in progress in technology and engineering applications and provide strategic direction in the process for human settlement development.

Key Performance Areas:

1. Project Planning and Design

- Carry out technical and feasibility studies and draw up blueprints that satisfy technical specifications of projects.
- Prepare preliminary designs for water and sewer, roads and stormwater.
- Conduct flood line studies, groundwater management studies and prepare groundwater management plans.
- Prepare engineering layouts.
- Analyze survey reports, maps, drawings, blueprints, aerial photography, and other topographical or geologic data to plan projects.
- Develop and design systems and structures, in line with built environment standards, using design software and drawing tools.
- Conduct on site investigations and analyze data (maps, reports, tests, drawings and other).
- Assess potential risks, materials and costs.
- Provide advice and resolve creatively any emerging problems/deficiencies.
- Estimate quantities and cost materials, equipment, or labour to determine project feasibility.
- Manage the planning and implementation of human settlement development projects which includes the following:
 - Plan and develop new housing and infrastructure projects to be implemented.
 - Oversee construction and on-going monitoring and evaluation of projects planned and implemented.

2. Project Development and Management

- Inspect project sites to monitor progress and ensure conformance to design specifications and safety or other construction development standards.
- Provide technical advice regarding design, construction, or programme modifications and structural repairs to the technical team.
- Monitor progress and compile reports in project status.

- Resolve design and development problems.
- Assess the sustainability and environmental impact of projects.
- Ensure projects run smoothly and structures are completed within budget and on time.
- Hand/oversee the handling over process of the completed structures and services for use.
- Inspect project sites to monitor progress and ensure conformance to design specifications and safety or other construction development standards.
- Provide technical advice regarding design, construction, or programme modifications and structural repairs to the technical team.
- Monitor progress and compile reports in project status.
- Resolve design and development problems.
- Assess the sustainability and environmental impact of projects.
- Ensure projects run smoothly and structures are completed within budget and on time.
- Hand/oversee the handling over process of the completed structures and services for use.
- Inspect project sites to monitor progress and ensure conformance to design specifications and safety.
- Direct construction, operations, and maintenance activities at project site.
- Estimate quantities and quantities and cost materials, equipment, or labour to determine project feasibility impact statements, and property and right-of-way descriptions.
- Management of complex infrastructure development and construction projects from inception to full life cycle.
- Interpret test soil results of materials to determine the adequacy and strength of foundations, concrete, asphalt, or steel.
- Provide technical advice regarding design, construction, or program modifications and structural repairs to industrial and managerial personnel.
- Prepare or present public reports, such as bid proposals, deeds, environmental impact statements, and property and right-of-way descriptions.
- Develop project milestone and progress tracking baselines.
- Ensure projects are viable, feasible and all projects go through the stage gates as defined by Engineering Council South Africa, South African Council for the Project and Construction Management Professions, Association for the Advancement of Cost Engineers and National treasury regulations.
- Assess compliance of projects with HDA policies and standards.
- Support the development of the Work Breakdown Structure to support project delivery.
- Perform analysis of schedule data; identify trends, issues, and areas requiring attention to the relevant department.
- Contribute to schedule reporting, including schedule forecast updates and schedule contingency management.
- Support schedule performance updates, analysis, and reports in a timely manner.

3. ISU & EH planning and implementation support

- Develop and assist with ISU & EH programme and project pipelines and readiness status on priority programmes and upgrading projects assigned to the HDA.
- Support the HDA Regions and Provinces to develop project plans to ensure achievement of agreed services for HDA ISU & EH projects and programmes.
- Support HDA Regional and Provincial Offices to develop, define and undertake project feasibility factors, resourcing requirements and project deliverables and time frames for HDA ISU & EH projects and programme.
- Provide regular programme and project reporting for HDA ISU & EH projects and programme.
- Develop and assist with sector ISU & EH programme and project pipelines and readiness status reporting.
- Identify issues, blockages and challenges and propose and assist with mitigation and unblocking interventions for projects and programmes.

4. Compliance Management

- Ensure that service providers comply with stated service level agreements and contractual obligations.
- Provide timely feedback regarding any contractual transgressions that may occur during projects implementation.

- Ensure implementation projects are within established policies, systems, procedures, processes and practices.
- Provide advice and assistance to others in order to ensure their compliance with policy, governance procedures, as well as industry standards.
- Identify areas of non-compliance and implement corrective action.

5. Qualifications & Experience

- BSc. in Civil Engineering / BEng Civil Engineering/ B-Tech in Civil Engineering.
- Mandatory extensive experience in design of water and sewer, roads and stormwater services
- Postgraduate degree qualification in Public / Business Administration / Civil Engineering will be advantageous.
- Member of the International Water Association would be advantageous.
- Must be registered with ECSA as a Professional Engineer (Pr.Eng.)/Professional Technologist(B-Tech)
- At least 10 years' experience in the design office.
- 12 - 15 years' experience in large scale-built environment, human settlements projects is required.
- Excellent understanding and at least 5 years' working experience in a PFMA/MFMA and public entities environment.
- Must have knowledge of applicable forms of contracting (NEC/GCC/JBCC).
- Computer literate.

Remuneration Scale: R807 700-R1 050 000 per Annum (all-inclusive package)

Closing date for applications is **13 November 2024**

To submit your application, please send an email HDARECRUITSSPPC@THEHDA.CO.ZA

When submitting your application for a position, please adhere to the following:

1. CVs received after the closing date will NOT be considered.
2. The Job Title and Reference number for the relevant position must appear in the subject line of your application.
3. The CV must be in PDF format.
4. Certified copies of all qualifications must be provided.
5. Certified copies of identity document must be provided.
6. Two contactable references must be provided.

Kindly take note if you have not been contacted within twenty-one (21) working days of the closing date; please consider your application unsuccessful. Should you not comply with the above requirements your application will NOT be considered.

Conditions of service: The HDA is an equal opportunity employer • Appointments will be made in accordance with the HDA Employment Equity policy • The HDA reserves the right not to make an appointment. We thank all applicants for their interest.

Communication will be conducted with short-listed applicants only.

The HDA operates in accordance with the Protection of Personal Information Act 3 of 2013 ("POPI Act"), and by submitting your personal information to the HDA (by way of application and/or providing any other documentation as may be required during the recruitment process), you agree that the HDA may utilise and process your personal information in accordance with the POPI Act.