



**PROPERTY PRACTITIONERS
REGULATORY AUTHORITY**

Vacancy: Stakeholder Relations and Engagement Officer x1
(Permanent), Head Office

OVERALL RESPONSIBILITY

The **Stakeholder Relations and Engagement Officer** has to maintain stakeholder mapping. The incumbent in this role will be required to manage the actions of the stakeholder engagement coordinators, giving them direction and oversight so that deadlines and PPRA standards are met.

REQUIREMENTS

- National Diploma in Public Relations (NQF 6) or equivalent
- 2 – 3 years' experience in the similar environment
- A working knowledge and understanding of the legislation governing Property Practitioners
- Knowledge of Stakeholder management principles, frameworks, systems, practices and processes
- Understanding of the Property Sector
- Good background knowledge and understanding of government policy and legal compliance issues in the public sector
- Knowledge of current trends, research methods and practice
- Knowledgeable about educational regulations and standards
- Understanding of PPRA policies and procedures

KEY RESPONSIBILITIES

- To support the optimisation of the section/unit
- Attend and respond to all media engagements
- Implement stakeholder relations strategies and plans for PPRA aligned to the PPRA Strategy
- Ensure an understanding of what is currently happening in the external environment through discussions with different stakeholders and PPRA management
- Engage in stakeholder consultations to understand their issues and share challenges to Management
- Provide expert advice and knowledge to stakeholders
- Network extensively with current stakeholders in order to maintain awareness of relationship benefits
- Give advice to management relating to any issues and risks regarding stakeholder relationships
- Provide updated reports in area of responsibility to Managers to support decision-making
- Implement and maintain a stakeholder contact management system

REMUNERATION:

R 685,803 ctc per annum

TERM OF APPOINTMENT:

Permanent

HOW TO APPLY:

- Applications must be submitted in writing and must contain the following: detailed CV, motivation for appointment,
- Preference will be given to candidates whose appointment will enhance representivity.
- Applications received after the closing date will not be considered.



The PPRA is an equal opportunity employer. The post is open to all without distinction.

CLOSING DATE: 07 DECEMBER 2022

Candidates should communicate their interest to the above positions by, 07 DECEMBER 2022 through e-mails to vacancies@theppra.org.za (late responses will not be considered)

If no correspondence is received within two weeks of the closing date applicants must accept that their applications have been unsuccessful.