

**GENERAL MANAGER: LEGAL SERVICES  
 REPORTING TO THE CHIEF STRATEGY OFFICER (CSO)**

**Purpose of the Job**

- To provide strategic leadership by, *inter alia*, advising the executive management and the board of the Transport Authority of Gauteng (TAG) and ensuring that they are properly informed of new or changing laws that may affect or relate to its operations and industry.
- To provide strategic leadership direction and overseeing the development of the TAG Legal Services strategy and related plans.
- To provide strategic leadership in the implementation.

**Key Performance Areas**

- Develop legal services plans and strategies that are aligned to the Transport Authority's Strategic direction.
- Develop, implement and oversee the Case Management and Dispute Mitigation Strategy.
- Oversee, within TAG, litigation service, the provision of legal advice, management of cases internally and externally and the mitigation of legal risks.
- Render legal services, contract drafting, vetting and advisory services to the TAG;
- Monitor compliance with contract conditions and advice on appropriate actions, where required.
- Establish and maintain a legislation and policy register.
- Manage, monitor and co-ordinate, where necessary, comments on the development and amendment of legislation, in cooperation with internal and external role players.
- Develop and review policies that fall within the Unit and ensure that they are aligned with relevant legislation.
- Communicate approved policies falling within the Unit and relevant legislation to all staff.
- Monitor and evaluate policies falling within the Unit and legislation development and implementation.
- Amend policies falling within the Unit, as required, in cooperation with all relevant role players and in line with applicable prescripts.

#### Preferred Minimum Qualification and Experience

- Grade 12/ National Senior Certificate/Matric and Bachelor of Law Degree (LLB) from a recognised university as well as an admission as an Attorney or Advocate (Bar Admission), plus a relevant post-graduate qualification.
- Professional Registration with an applicable regulatory body
- 8 years' experience within a legal environment, with experience in civil litigation, Commercial and Contract Law (including drafting, vetting and interpretation of contracts), Labour Law with emphasis on CCMA and/or Labour Court experience plus at least 4 years' experience in Senior Management post admission.
- Experience in regulatory compliance is an added advantage..

#### Preferred Knowledge and Skills

- In-depth knowledge and understanding of legal and compliance procedures and processes.
- In-depth knowledge of Legislative Framework and City Ordinances governing Public Transport within the country.
- Knowledge of Budget Control, Planning, and Risk Management
- Contract management and Services Level Agreements (SLA)
- Exposure to Board and Board Committee procedures and processes
- In-depth knowledge of various aspects of legal practice, including but not limited to knowledge of law of contract, admin law, labour law, law of corporations, constitutional law, interpretation of statutes and contracts, litigation and the PFMA.
- PFMA compliance within a public entity set-up and extensive knowledge of corporate governance prescripts.
- Knowledge of the regulatory framework within which TAG operates.
- Expertise in drafting, especially legal documents.
- Exposure to and knowledge of public service or ambit of public entities will be an added advantage.
- Governance, ethics and values within the legal and corporate environment.
- Ensure that the prescripts of the Code of Conduct, as approved by the Board, is internalised and adhered to by the staff of TAG.

#### Critical/Core Competencies

- Business Acumen
- Strategic Thinking
- Leadership (incl Ability to coach and mentor, motivate others)
- People Management
- Relationship building and networking.
- Creative thinking and innovation

- Results oriented with attention to detail.
- Conceptual thinking and problem solving
- Communication skills (both verbal and written)
- Project Management Skills
- Financial management skills
- Transformational, change and diversity management skills.
- Strong negotiation and influencing skills.
- Legislative interpretation and drafting skills
- Contract management.
- Litigation, arbitration, and mediation processes.
- Employment on labour laws and regulations.
- Commercial law.
- Strategy formulation and implementation.
- Strategic legal expertise.
- Monitoring and Evaluation.
- Coaching and Mentoring; and
- Regulatory and Statutory acumen.

## HOW TO APPLY

Please click the link below to apply:

[Click here To Apply](#)

## IMPORTANT INFORMATION

- Applications received after the closing date will not be considered.
- Only shortlisted candidates will be contacted.
- Appointments will be made in accordance with TAG's Employment Equity Plan.
- Successful candidate will be required to undergo employment background check, psychometric assessments, qualifications, reference and state security vetting.

**Closing Date: 13 February 2026**

If you do not receive feedback within three (3) months of the closing date, please consider your application unsuccessful.