

# **BUFFALO CITY MUNICIPALITY**

**Buffalo City Municipality includes the former East London TLC and King Williams Town TLC. It has a population of approximately 1 million people and a budget of R 2.1 billion. The City has industry based primarily in motor vehicles and associated industries as well as textile and pharmaceutical industries. Education is well served by established nationally recognized schools, colleges and Fort Hare University. Buffalo City is rated an aspirant metro and is expected to attain this status in the near future.**

Applications are invited from suitably qualified and experienced persons to fill the posts of:

## **PLEASE NOTE:**

**The salaries quoted below are merely an indication of the benchmarked level and is subject to change pending the finalization of Job Evaluation.**

## **DIRECTORATE OF EXECUTIVE SUPPORT SERVICES**

### **COMMUNICATION MANAGER- COMMUNICATION & DEVELOPMENT CO-OPERATION (70/08)**

**Post Level 4: R 282 552 – R 289 536 per annum (Total package R 500 397 per annum)**

**(This post is being re-advertised with amended requirements. The applicants who previously applied need not re-apply)**

### **Requirements:**

- M+3 in Journalism, Communication or Social Science with 5 years relevant experience OR
- Certificate in Journalism with 8 years experience

### **Key performance areas:**

- Formulates and manages comprehensive Municipal communication strategies
- Formulates and implements branding and marketing strategies
- Cultivates, nurtures, harnesses and services media relations
- Manages the Communication Unit Resources (Human and Material)

**For further enquiries regarding the above post kindly contact Andrew Owen on 043-705 2705**

**DIRECTORATE OF ENGINEERING SERVICES**

**SENIOR ARTISANS X4 (COASTAL) – ELECTRICITY OPERATIONS (418/08)**  
**Post Level 11: R 137 772 – R 148 452 per annum (Total package R 216 293 per annum)**

**Requirements:**

- National Technical Certificate Part 2
- Electrical Trade Test Certificate
- Valid code EC drivers license preferably with PDP
- 2 years post apprenticeship

**Key performance areas:**

- To execute the construction, installation, maintenance and repairs of high and low voltage electrical infrastructure network requirements of the Overhead Mains, Underground Mains, Services, Installations and Meter and test Sections in a safe, cost effective and efficient manner in accordance with the Occupational Health & Safety Act, 1993 for the distribution of electricity to consumers

**For further enquiries regarding the above post kindly contact Charmaine Van Schalkwyk on 043-705 2718**

**DIRECTORATE OF HEALTH & PUBLIC SAFETY**

**EXAMINER OF DRIVING LICENSES – TRAFFIC & LAW ENFORCEMENT (421/08)**  
**Post Level 12: R 121 704 – R 134 388 per annum (Total package R 195 640 per annum)**

**Requirements:**

- Grade 12
- Examiner of Driving License Diploma Grade A
- Eligible to be registered as a Grade A Driving License Examiner
- Must be in possession of a code EC Driving License

**Key performance areas:**

- Evaluation of Learner's License
- Evaluation of Driving license
- Evaluation and conversion of Driving license
- Tests applicants for Instructors Certificate

**For further enquiries regarding the above post kindly contact Charmaine Van Schalkwyk on 043-705 2718**

**EXAMINER OF VEHICLES – TRAFFIC & LAW ENFORCEMENT (422/08)**  
**Post Level 12: R 121 704 – R 134 388 per annum (Total package R 195 640 per annum)**

**Requirements:**

- Grade 10
- Valid code A and EC drivers licenses
- Examiner of Vehicles Diploma

**Key performance areas:**

- Examiner and test vehicles presented for roadworthy in accordance with N.R.T.A. Act 93/1996
- Supervision of Examiner Assistants
- Records roadworthy test results, compiles daily summary of test
- Ensures all equipment in good working order
- Handling customer queries

**For further enquiries regarding the above post kindly contact Charmaine Van Schalkwyk on 043-705 2718**

**DIRECTORATE OF PLANNING AND ECONOMIC DEVELOPMENT**

**PROGRAMME MANAGER: ARCHITECTURE (447/07)**  
**Post Level 3: R 327 696 – R 335 904 per annum (Total package R 585 701 per annum)**

**(This post is being re-advertised. The applicants who previously applied need not re-apply)**

**Requirements:**

- B-Degree in Architecture and registration with South African Council for the Architectural Profession
- 4 years experience as a registered Professional Architect, 2 years of which must have been in managerial position
- Valid code B/EB drivers license

**Key performance areas:**

- Manages the Architectural Division
- Responsible for the delivery of a comprehensive Architectural Design and Construction service

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- Responsible for the delivery of a Building Control service
- Responsible for the delivery of a Municipal Building Maintenance service
- Responsible for the delivery of a Commercial Advertising Signage Control service
- Performs administrative duties

**For further enquiries regarding the above post kindly contact Andrew Owen on 043-705 2705**

#### **BUILDING INSPECTOR – ARCHITECTURE (426/08)**

**Post Level 12: R 121 704 – R 134 388 per annum (Total package R 195 640 per annum)**

#### **Requirements:**

- Qualified Artisan in any one of the building trades with Grade 12 OR NTC 3 plus 5 years experience in the building trade OR
- Relevant National Diploma with 3 years experience in the Building Trade
- Valid code B/EB drivers license

#### **Key performance areas:**

- Identification of unauthorized building work
- Inspection of building work on site at various stages
- Application of the National Building Regulations

**For further enquiries regarding the above post kindly contact Mncedi Baneti on 043-705 2531**

**-PLEASE NOTE:**

Candidates who are suitably qualified are to submit a copy of their curriculum vitae (preferably no more than three pages in length), along with the relevant required documentation for a specific post. (i.e. Certified copies of certificates, diplomas, degrees and driver's licenses where applicable.)

Fraudulent qualifications submitted and the canvassing of councillors or officials will disqualify any candidates with immediate effect. Candidates will be required to undergo a defensive driving test or physical / practical test where applicable.

Buffalo City Municipality reserves the right not to fill any or all of the positions advertised at the sole discretion of Council.

**Closing date: 09 SEPTEMBER 2008**

**Applications can be hand delivered to the Human Resources Department, Buxton House, Buxton Street or Posted to the Human Resources Department P.O. Box 134, East London, 5200**

**Note: The Buffalo City Council is committed to the provisions of the Employment Equity Act no. 55 of 1998 for the advancement of previously disadvantaged and disabled persons. Should candidates not be notified of the outcome of their application within 28 days of the closing date, they may regard themselves as having been unsuccessful.**

**GG SHARPLEY**

**MUNICIPAL MANAGER**

**DAILY DISPATCH 29 AUGUST 2008**

**(DD 290808)**