

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:

(The above post is being re-advertised. Applicants who previously applied need not re-apply)

**PROGRAMME MANAGER – OFFICE OF THE SPEAKER (89/10) (FIXED TERM CONTRACT SUBJECT TO THE TERM OF THE CURRENT SPEAKER)
R346 359.20 per annum (Total package R521 058 per annum)**

Requirements:

- A Bachelors Degree OR equivalent
- 3 years relevant experience
- A valid code B Drivers Licence
- Knowledge of Municipal policies and systems
- Knowledge of Municipal Structures Act and Municipal Systems Act
- Knowledge of Municipal Finance Management Act
- Knowledge of Municipal budgetary process

Key performance areas:

- Management of staff
- Operation and tactical Planning and Management
- Preparation of budgets
- Formulation of Operating Projects
- Budgetary Control
- Communication and Liaison

For further enquiries regarding the above post kindly contact Dean Du Plooy on 043-705 2705

PLEASE NOTE:

Candidates who are suitably qualified are to submit a copy of their curriculum vitae (preferably no more than two 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 or any information submitted and the canvassing of councillors or officials will disqualify any candidates with immediate effect. Candidates will be required to undergo a defensive driving 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: 23 JULY 2010

Benefits include subsidized pension, 13th cheque, medical aid and group life assurance schemes, generous leave privileges, housing subsidy and assistance towards removal expenses subject to certain conditions.

Please note that in terms of the current collective agreement, an additional 2.5% non-pensionable allowance is payable until 30 June 2010, whereafter it shall become part of basic salary.

Applications with a covering letter 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.

NB: People with disabilities are encouraged to apply.

DR. L. ZITHA
ACTING MUNICIPAL MANAGER
DAILY DISPATCH ADVERT – 16 JULY 2010