



**BUFFALO CITY
METROPOLITAN MUNICIPALITY**

(EXTERNAL CIRCULAR)

Applications are invited from suitably qualified and experienced applicants to fill the following posts:

DIRECTORATE OF INFRASTRUCTURE SERVICES

GENERAL MANAGER – WATER SERVICES, WASTEWATER AND SCIENTIFIC SERVICES

TASK GRADE 20: R 1 040 863.29 – R 1 144 444.85

(Total Package: R 1 769 449.00 per annum subject to certain conditions with 15% Scarce Skills Allowance of basic salary is applicable)

Ref.No.233/19

Requirements:

- B Sc/B Tech/NHD in Civil Engineering or acceptable NQF level 7 qualification in Civil Engineering
- Registration as a Professional Engineer (PR Eng) with Engineering Council of South Africa (ECSA) or Professional Engineering Technologist (PR Tech Eng) with ECSA
- Extensive knowledge and understanding of the legislative and regulatory framework and environment applicable to the provision of Water and Sanitation services
- Extensive knowledge and understanding of the Municipal structures, Municipal systems, Municipal Finance Management, Water services National water and National Environmental management Acts
- Valid code B/EB driver's license
- Eight (8) years relevant experience in Operation and Management of Water and Sanitation services of which five (5) years shall be within Local Government

Key Performance Areas:

- Provides strategic and technical management of the Water, Sanitation, Scientific Services and Water Services authority Departments
- Ensures effective financial management and controls
- Attends to all correspondence and queries
- Develops key performance indicators and targets for the Departments
- Manages the statutory and legal requirements pertaining to each Department
- Ensures that appropriate administrative and physical asset maintenance systems are in operation

For further enquiries regarding the above post kindly contact Sizwe Mbuyazwe on 043 705 2706

PROGRAMME MANAGER – PROJECT IMPLEMENTATION UNIT

TASK GRADE 17: R 679 190.47 – R 881 651.70

(Total Package: R 1 202 333.00 per annum subject to certain conditions with 15% Scarce Skills Allowance of basic salary is applicable)

Ref.No.234/19

Requirements:

- Degree in Civil Engineering recognized by the Engineering Council of South Africa (ECSA) is essential. Professional registration with ECSA would be an advantage.
- Valid code B/EB driver's license
- Six (6) years relevant experience of which three (3) years should be in a Senior position within a design office of a Municipality

Key Performance Areas:

- Aligns systems and procedures to support administrative reporting and monitoring and/or developing guidelines to clarify functional requirements
- Evaluates and comments on the applicability of specific functional key performance indicators
- Responsible for the financial planning of the Branch
- Determines the capabilities of Project Implementation and Service Providers in maintaining quality and performance standards
- Guides the drafting, adjudication and reporting processes with regards to contracts/tenders
- Familiarizes the Branch with all relevant legislation

For further enquiries regarding the above post kindly contact Sizwe Mbuyazwe on 043 705 2706

DIRECTORATE OF SPATIAL PLANNING AND DEVELOPMENT

TECHNICAL PLANNER – LAND USE MANAGEMENT: CITY & REGIONAL PLANNING

TASK GRADE 10: R 244 976.23 – R 317 992.14

(Total Package: R 424 810.00 per annum subject to certain conditions with 15% Scarce Skills Allowance of basic salary is applicable)

Ref.No.245/19

Requirements:

- National Diploma in Town and Regional Planning from an institution recognised by the South African Council for Town and Regional Planners
- Eligible for Registration as a Technical Planner (Town Planning Technician) in terms of Section 13 (4) (b) of the Planning Profession Act (No.36 of 2002)
- Valid code B/EB driver's license with own vehicle **OR** to obtain own vehicle within six months after employment

Key Performance Areas:

- Deals with matters pertaining to Land Use Management applications
- Provides information and guidance in regard to Land Use Management
- Deals with complaints and queries from the public
- Performs administrative duties

For further enquiries regarding the above post kindly contact Gavin Mvandaba on 043 705 2766

SENIOR MANAGER: GEOMATICS – DEVELOPMENT PLANNING

TASK GRADE 15: R 498 990.56– R 647 719.14

(Total Package: R 927 555.00 per annum subject to certain conditions with 15% Scarce Skills

Allowance of basic salary is applicable)

Ref No.246/19

Requirements:

- BSc Land Surveying and Registered as a Professional Land Surveyor in terms of the Geomatics Profession Act 19 of 2013
- Five (5) years' experience of which two (2) years must be in Management

Key Performance Areas:

- Manages Geomatics projects
- Consults with professionals
- Manages staff and assets
- Carries out investigations of boundaries, ownership and restrictive conditions of properties
- Identifies training needs of staff in the Division
- Undertakes general survey investigations
- Controls the divisions revenue and capital expenditure
- Ensures that cadastral, topographic and aerial surveys are completed within set standards
- Consults with internal and external professionals and service providers
- Attends meetings and conferences and represents the Department in task team and committee meetings

For further enquiries regarding the above post kindly contact Sizwe Mbuyazwe on 043 705 2706

DIRECTORATE OF HEALTH, PUBLIC SAFETY & EMERGENCY SERVICES

MECHANIC – FIRE & RESCUE SERVICES

TASK GRADE 09: R 217 581.83 – R 282 422.60

(Total Package: R 389 688.00 per annum subject to certain conditions with 15% Scarce Skills

Allowance of basic salary is applicable)

Ref.No.247/19

Requirements:

- Grade 10
- Grade A mechanic
- Valid code EC Driver's License
- Five (5) years' experience as a qualified Artisan

Key Performance Areas:

- Maintains and repairs vehicles and plant and maintains spares and oil stores
- Supervises mechanical assistants
- Attends to vehicle accidents
- Responds to fire and emergency calls

For further enquiries regarding the above post kindly contact Onke Mpulampula on 043 705 2708

DIRECTORATE OF CORPORATE SERVICES

IT PRACTITIONER – EXECUTIVE OFFICES: ICT

TASK GRADE 11: R 289 195.85 – R 375 391.53

(Total Package: R 481 502.00 per annum subject to certain conditions)

Ref No.189/19

Requirements:

- Diploma in Information Technology
- Four (4) years' experience in desktop support environment

Key Performance Areas:

- Provides support at meetings
- Assists users in data maintenance
- Diagnoses and resolves windows applications and networking problems
- Travels to and from sites in order to attend to calls logged

For further enquiries regarding the above post kindly contact Melanie Naidoo on 043 705 2750

PLEASE NOTE:

APPLICANTS WILL NOT BE REQUIRED TO COMPLETE AN APPLICATION FORM

Candidates who are suitably qualified as per the minimum requirements for the post set out in the advertisement are to submit a copy of their curriculum vitae together with a covering letter, along with the relevant required documentation for a specific post. (i.e. certified copies of certificates not copies of certified copies, diplomas, degrees, Identity Document and drivers' licenses, where applicable). Non-submission of the required supporting documentation may disqualify a candidate. Candidates are advised that the obligation rests upon them to demonstrate that they meet the minimum requirements specified for the post. Any candidate who does not meet the minimum requirements will be automatically disqualified.

Fraudulent qualifications or any information submitted and the canvassing of councilors or officials will disqualify any candidates with immediate effect. Candidates are cautioned that documentation and information provided is checked with relevant authorities and fraudulent submissions may also lead to criminal charges being laid against persons involved in submission thereof.

Depending on the requirements of the post, candidates will be required to undergo a defensive driving or physical/practical test where applicable prior to the interview process.

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

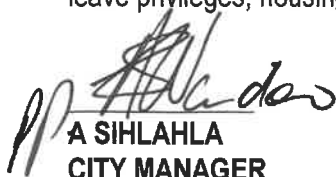
Applications can be hand delivered to the Human Resources Department, Buxton House, Buxton Street or posted to the Directorate of Corporate Services, P O Box 134, EAST LONDON, 5200.

CLOSING DATE: 21 November 2019

NOTE: The Buffalo City Metropolitan Council is committed to the provisions of the Employment Equity Act (Act No. 55 of 1998) for the advancement of previously disadvantaged and disabled persons.

Should candidates not be notified of the outcome of their applications within twenty-eight (28) days of the closing date, they may regard themselves as having been unsuccessful.

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.



A SIHLAHLA
CITY MANAGER

Daily Dispatch Advert: 7 NOVEMBER 2019