



Buffalo City Metropolitan Municipality jointly with Services SETA hereby invite applications from residents of **Buffalo City** for the following **INTERNSHIP AND IN-SERVICE TRAINING** programmes for a period of one year (12 months):

Applications must be accompanied by the following crucial and compulsory documents which must be certified:

- Covering letter
- Curriculum Vitae
- Identity Document (ID) copy
- Proof of address
- Copies of qualification(s) or reference letter for in-service training from the relevant institution
- Proof of disability (where applicable)

QUALIFICATION	NUMBER OF OPPORTUNITIES
N. Dip / B Tech in Fine Arts, Performing Arts, Music, Dance, Drama or equivalent.	4
N. Dip / Degree in Project Management	4
N. Dip in Mechanical & Electrical Engineering	5
N. Dip / Degree in Transport & Logistics	4
Diploma in Local Government Finance	3
N. Dip / B Tech Public Administration / Management	3
Bachelor's degree in Agriculture (Majoring in plant, animal & agricultural economics)	9
Diploma or Degree in Development Studies	3
N. Dip / Degree: Local Economic Development / Local Governance	2

Diploma / Degree in Small Business Development	6
Bachelor's degree in Commerce / Accounting / Management	8
N. Dip / B Tech in Human Resource Management	5
N. Dip / B Tech in Marketing	11
N. Dip Office Admin / Administration	7
N6 Artisan plumbing: Trade test & 1 year post qualification	1
N6 Artisan electrician: Trade test & 1 year post qualification	1
Degree or Diploma in Environmental and / or Waste Management	2
Diploma in Tourism Management	4
Diploma in Financial Management	3
N. Dip: Accounting, Financial Management, Real Estate, Administration/Business Management (or equivalent)	11
N. Dip / Degree: Library & Information Science / Information Management / Records & Archival Management	4

For additional information regarding the above post kindly contact 043 705 3561 / 3570
zintleb@buffalocity.gov.za

PLEASE NOTE:

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 Councillors 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.

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

Applications must be hand delivered to the Tourism Office Hub, Orient Beach Swimming Pools Complex, East London

Closing Date & Time: 6th December 2019 @16h00

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.



**A SIHLAHLA
CITY MANAGER**

Daily Dispatch: 25TH November 2019