



**BUFFALO CITY
METROPOLITAN MUNICIPALITY**

(EXTERNAL CIRCULAR)

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

NOTE: APPLICANTS WILL NOT BE REQUIRED TO COMPLETE AN APPLICATION FORM

DIRECTORATE OF HEALTH, PUBLIC SAFETY AND EMERGENCY SERVICES

TRAFFIC OFFICERS X2 (COASTAL): TRAFFIC SERVICES

TASK GRADE 07: R 182 363.76 – R 236 727.00

(Total Package: R 351 458.00 per annum subject to certain conditions)

Ref. No. 150/21

Requirements:

- Grade 12
- Traffic Officer's Diploma issued by an accredited traffic training facility.
- Minimum valid category EB/B Driving License
- Eligible to be registered as a traffic officer in terms of the NRTA (Act 93 of 1996)
- No criminal record.
- Physically fit

Key Performance Areas:

- Ensures that visible law enforcement is carried out
- Carries out law enforcement functions
- Carries out general crime prevention duties

DIRECTORATE OF SOLID WASTE AND ENVIRONMENTAL MANAGEMENT

GENERAL MANAGER – ENVIRONMENTAL MANAGEMENT

TASK GRADE 19: R 893 346.60 – R 1 159 638.60

(Total Package: R 1 545 778.00 per annum subject to certain conditions)

Ref. No. 172/21

Requirements:

- Bachelor of Science Degree in Environmental Studies/Science
- Certificate in Environmental Law
- Certificate programme in Municipal Finance Management (CPMD)
- Valid code B/EB driver's license
- Eight (8) years' experience in Environmental related field of which four (4) years must be on a Managerial level in the Local Government Environment

Key Performance Areas:

- Provides strategic input into the Municipality's Integrated Development Plan (IDP)
- Implements all strategic plans by setting out guidelines and procedures
- Coordination of environmental governance and maintain stakeholder relations
- Executes and monitors the development of business plans for priority projects
- Plans and directs the Departments activities to achieve agreed targets
- Attends Top Management and Management meetings
- Ensures effective financial management and controls
- Attends to all correspondence and queries
- Develops key performance indicators and targets for the Unit

TRANSPORT LOGISTICS COORDINATOR (MIDLAND) – SOLID WASTE

TASK GRADE 10: R 260 286.96 – R 337 866.48

(Total Package: R 451 360.00 per annum subject to certain conditions)

Ref. No. 155/21

Requirements

- Grade 12 plus three-year Diploma in Transport/Fleet Management
- Valid code 14 driver's license with PDP
- Accident/Incident investigation certificate
- Safety Management training certificate
- First aid certificate
- Computer literate
- Three (3) years' relevant experience

Key performance areas

- Coordinates the fleet and plant of Solid Waste
- Investigates accidents
- Monitors the budget for oil fuel, repairs and maintenance and plant hire

PLEASE NOTE:

Enquiries regarding the above posts can be made to Mr Z.R. Shweni on 043 705 2706 or Ms M. Naidoo on 043 705 2750

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.

No emailed applications will be accepted.

CLOSING DATE: 7 September 2021 at 16:30

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 (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
20/08/2021
Daily Dispatch Advert: 25 AUGUST 2021