



**BUFFALO CITY
METROPOLITAN MUNICIPALITY**

(EXTERNAL CIRCULAR)

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

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

DIRECTORATE OF HEALTH, PUBLIC SAFETY AND EMERGENCY SERVICES

GENERAL MANAGER – EMERGENCY SERVICES

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. 1/21

Requirements:

- Matric plus NQF level 7 in Fire or Disaster Management field or equivalent qualification
- Valid driver's license
- Sound knowledge of emergency services legislative and regulatory framework
- Five (5) years' experience in a similar Management position
- Proven Project Management skills and experience

Key Performance Areas:

- Manages and leads the Emergency Services Departments
- Provides strategic input into the Municipality's Integrated Development Plan (IDP)
- Implements all Departmental strategic plans by setting out guidelines and procedures
- 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

For further enquiries regarding the above post kindly contact Mr Z R Shweni on 043 705 2706

PLEASE NOTE:

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.

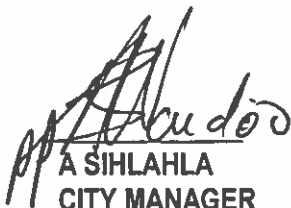
Applications can be hand delivered to the Human Resources Department, Electricity House, Buxton Street or posted to the Directorate of Corporate Services, Human Resources Department, P O Box 134, EAST LONDON, 5200.

CLOSING DATE: 4 February 2021 at 16:00

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: 22 JANUARY 2021