



**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

(The following posts are being re-advertised. Applicants who previously applied must re-apply)

DIRECTORATE OF CORPORATE SERVICES

SENIOR MANAGER: INFORMATION, TECHNOLOGY AND SUPPORT

TASK GRADE 18: R 861 113.00 – R 1 117 796.40

(Total Package: R 1 499 014.00 per annum subject to certain conditions)

Ref No. 92/22

Requirements:

- Bachelor's degree in Computer Science or related qualification
- Valid driver's license
- Ten (10) years relevant experience of which 3 years should be at a management level

Key Performance Areas:

- Participates in strategic and operational governance processes of BCMM as a member of the Senior Management team
- Assesses and makes recommendations on the improvement or re-engineering of the IT organisation
- Approves, prioritises, and controls ICT project implementation
- Ensures continuous delivery of IT services through oversight of service level agreements with end-users and monitoring of IT systems performance
- Administers the capital and operational budget of the section
- Directs, leads and manages the ICT section

DIRECTORATE OF SOLID WASTE AND ENVIRONMENTAL MANAGEMENT

**SENIOR MANAGER – CLEANSING AND REFUSE REMOVAL (INLAND): SOLID WASTE
TASK GRADE 16: R 617 808.68 – R 801 977.04**

(Total Package: R 1 132 339.00 per annum subject to certain conditions)

Ref No. 135/22

Requirements:

- Grade 12 and four (4) year qualification in Environmental Management/Environmental Health Management/Bachelor of Science/Public Administration/Environmental Science or relevant qualification
- Computer literate
- Six (6) years in Solid Waste/Environmental Services or which three (3) must be at a middle management level

Key Performance Areas:

- Manages and controls Cleansing and refuse removal operations
- Attends management meetings
- Prepares and compiles specification documents for approved and financed projects as well as project plans
- Contribute to the development of the IDP
- Manages the operational and capital budget for the section
- Reviews monthly operational plans

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: 22 JUNE 2022 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 (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.


N NCUNYANA
ACTING CITY MANAGER
Daily Dispatch: 8 JUNE 2022