



**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 INFRASTRUCTURE SERVICES**

**MILLWRIGHT - TREATMENT (INLAND): SANITATION**

**TASK GRADE 10: R 269 397.00 – R 349 691.81**

**(Total Package: R 464 748.00 per annum subject to certain conditions with 15% Scarce Skills Allowance of basic salary is applicable)**

**Ref. No. 79/22**

**Requirements:**

- Grade 12 (NQF 4) with a Millwright's Trade Test Certificate
- Valid code B/EB driver's license
- Computer literate
- Three (3) years' experience in maintenance of mechanical and electrical equipment

**Key Performance Areas:**

- Repairs, maintains, monitors and evaluates mechanical and electrical equipment
- Investigates maintenance requirements and safety
- Interacts with Service Providers and Internal Departments
- Supervises staff
- Ensures the efficient and correct use of tools and equipment

**SENIOR PROCESS CONTROLLER (MIDLAND) - TREATMENT: SANITATION**  
**TASK GRADE 08: R 212 514.89 – R 275 848.95**  
**(Total Package: R 391 822.00 per annum subject to certain conditions with 15% Scarce Skills**  
**Allowance of basic salary is applicable)**  
**Ref. No. 78/22**

**Requirements:**

- Grade 11 or NTC II
- NQF III Certificate water or wastewater treatment
- Registered as a class IV Process Controller
- Valid code B/EB driver's license
- Must be prepared to work shifts
- Eight (8) years' working experience in Treatment

**Key Performance Areas:**

- Conducts routine inspections of plant and equipment
- Undertakes minor repairs to pumps and equipment
- Draws up shift rosters and ensure all shifts are adequately staffed
- Coordinates, monitors and evaluates the technical requirements of the works
- Supervises staff

**ASSISTANT PROCESS CONTROLLER (INLAND) - TREATMENT: SANITATION**  
**TASK GRADE 05: R 132 243.32 – R 171 667.63**  
**(Total Package: R 288 770.00 per annum subject to certain conditions)**  
**Ref. No. 85/22**

**Requirements:**

- Grade 10 or NTC I
- NQF level III Certificate in water or wastewater treatment
- Registered as a class 0 Process Controller
- Three (3) years' working experience in Treatment

**Key Performance Areas:**

- Assists the process controller in removal of screenings
- Cleans manual and automated grit removal equipment
- Manual removal of grit from grit channels
- Adds and spreads CLC lime on screenings to prevent fly breeding odour

**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: 11 July 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, 13<sup>th</sup> 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  
20/06/2022  
Daily Dispatch: 28 JUNE 2022