



**BUFFALO CITY
METROPOLITAN MUNICIPALITY**

(EXTERNAL CIRCULAR)

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

DIRECTORATE OF HUMAN SETTLEMENTS

GENERAL MANAGER: HOUSING PLANNING AND STRATEGY

TASK GRADE 19: R 1 138 647.85

(Total Package: R 1 938 825.00 per annum subject to certain conditions)

Ref No. 210/25

Requirements:

- Hons Degree/Degree in Urban and Regional Planning/ City and Regional Planning/ Town and Regional Planning
- Certificate in Strategic Management
- Certificate in Project Management
- Registration with SACPLAN as a Professional Planner
- Valid code B/EB driver's license
- Computer literate
- Ten (10) years' experience in City and Regional Planning of which five (5) years must be at Senior Management level

Key Performance Areas:

- Contributes to the overall policy and strategy development within BCMM
- Develops standard operating procedures for all functions within the Department
- Identify key areas for interventions in human settlements within the framework
- Institutes corrective measures on audit findings
- Provides input to human settlements analyses and needs assessment and other activities aimed at urban environmental planning and management
- Ensures compliance with relevant legal prescriptions and constraints

Competencies as listed below:

Organisational awareness

- Demonstrates an understanding of the municipal and local government processes

Project Management

- Manages multiple projects

Communication

- Deals with issues directly

PLEASE NOTE:

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

APPLICANTS WILL NOT BE REQUIRED TO COMPLETE AN APPLICATION FORM

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.

Candidates will be required to undergo a defensive driving or physical/practical test where applicable.

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

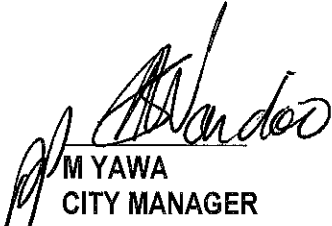
Applications can be hand delivered to the Human Resources Department, Buxton House, Buxton Street or posted to the Directorate of Corporate Services, P O Box 134, EAST LONDON, 5200.

CLOSING DATE: 26 November 2025

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.



M YAWA
CITY MANAGER

Web Advert: 13 November 2025