



**BUFFALO CITY  
METROPOLITAN MUNICIPALITY**

**(EXTERNAL CIRCULAR)**

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

**DIRECTORATE OF SOLID WASTE AND ENVIRONMENTAL MANAGEMENT**

**SENIOR MANAGER – GRASS CUTTING AND VEGETATION CONTROL (ALL REGIONS)**

**TASK GRADE 16: R 760 822.06**

**(Total Package: R 1 287 943.00 per annum subject to certain conditions)**

**Ref No. 18/26**

**Requirements:**

- Degree in Environmental Management, Environmental Science or Environmental Studies
- Computer literate
- Valid code B/EB driver's license
- Seven (7) years relevant experience of which five (5) years must be in a managerial role

**Key Performance Areas:**

- Develops standard operating procedures for productivity
- Deals with problems and emergencies systematically
- Sets objectives for the Division by drafting work programmes and reviews operations
- Ensures adequate security arrangements are at hand to control theft of equipment and damage to buildings
- Controls monthly expenditure
- Responsible for the identification, implementation, monitoring and evaluation of all developmental projects

**Competencies as listed below:**

**Organizational Awareness**

- Knowledge and understanding of the municipality's functional Directorates

**Interpersonal Relationships**

- Relates to people at all levels of the organization

**Team Orientation**

- Works effectively with people from other organizations / departments

**OFFICE OF THE CITY MANAGER**

**SENIOR MANAGER – LEGAL COMPLIANCE, INVESTIGATIONS AND CONTRACTS  
OVERSIGHT**

**TASK GRADE 16: R 760 822.06**

**(Total Package: R 1 287 943.00 per annum subject to certain conditions)**

**Ref No. 164/25**

**(The above post is being re-advertised. Applicants who previously applied need not re-apply)**

**Requirements:**

- LLB Degree or Bachelor's Degree in Law specializing in Forensics
- Admission as an Attorney or Advocate will be an added advantage
- Computer literate – Microsoft word/excel/powerpoint/Microsoft projects
- Valid code EB driver's license
- Ten (10) years' legal or forensic investigation experience of which five (5) years' must be at Managerial/Senior level

**Key Performance Areas:**

- Assesses, evaluates and analyses and monitors the control environment
- Prepares investigation reports for submission to the City Manager and MPAC
- Assists with the development of an overall compliance programme
- Provides oversight on contract management, enforcement and termination
- Conducts legal research and provides legal opinions and advice
- Manages and conducts investigations of poor planning, maladministration and compliance and governance irregularities

**Competencies as listed below:**

**Managerial competencies**

- Legislative and regulatory compliance
- Forensic investigation techniques
- Report writing and litigation preparation
- Strong ethical grounding and impartiality

**DIRECTORATE OF ELECTRICITY AND ENERGY SERVICES**

**SENIOR DEVELOPMENT ENGINEERING TECHNICIAN: ELECTRICAL DEVELOPMENT,  
CONTRACT AND ASSETS**

**TASK GRADE 12: R 462 393.76**

**(Total Package: R 698 167.00 per annum subject to certain conditions)**

**Ref No. 169/25**

**Requirements:**

- Higher National Diploma in Electrical Engineering or N6 Electrical Engineering qualification, with a valid trade test Certificate, in a Senior position in a Local Authority (distribution environment)
- Project management and communication skills
- Valid code B/EB drivers' licence
- Three (3) years' experience within a Municipal environment

**Key Performance Areas:**

- Assesses contract documents prepared by consultants before tenders are advertised
- Evaluates contracts
- Supervises contractual projects
- Ensures compliance with the Occupational Health and Safety act
- Plans and designs all high, medium and low voltage electricity networks
- Submits monthly reports
- Completes necessary contracts and insurance documentation
- Provides cost estimates on proposed projects in term of the master plan

**Competencies as listed below:**

**Planning and prioritization**

- Ensures that high priority work is accomplished within required timelines

**Problem solving**

- Deals with high level of complexity

**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: 5 March 2026**

**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, 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.



**M YAWA**  
**CITY MANAGER**

**Web Advert: 20 February 2026**