



**BUFFALO CITY
METROPOLITAN MUNICIPALITY**

(EXTERNAL CIRCULAR)

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

DIRECTORATE OF FINANCIAL SERVICES

PLUMBER – DEBTORS CONTROL - REVENUE MANAGEMENT
TASK GRADE 06: R 116 049.36 – R 150 642.00
(Total Package: R 205 576.14 per annum subject to certain conditions)
Ref. No.8/17

Requirements:

- Grade 10
- Trade Test Diploma
- Valid Code B/EB driver's license
- Two (2) years' relevant experience

Key Performance Areas:

- Delivers pre – termination notices for outstanding arrears as courtesy to debtors prior to implementing physical action
- Performs physical disconnections and reconnections, post warning notification of water services
- Maintains activity reporting/ communication of physical disconnection and reconnection and matters as related to carrying out functions

For further enquiries regarding the above post kindly contact Bethwell Tilimani on 043 705 2739

SUPERVISOR (INLAND) – DEBTORS CONTROL: REVENUE MANAGEMENT

Ref No.136/16

(The above post advertised externally has been withdrawn)

DIRECTORATE OF INFRASTRUCTURE SERVICES

DRIVER OPERATORS X2 (MIDLANDS) – ROADS
TASK GRADE 06: R 116 049.36 – R 150 642.00
(Total Package: R 205 576.14 per annum subject to certain conditions)
Ref. No.16/17

Requirements:

- Grade 7
- Relevant driver's license
- Two (2) years' operating experience

Key Performance Areas:

- Operates various items plant
- Completes daily checks of plant to ensure plant is safe and roadworthy to operate
- Cleaning of plant
- Digging and loading of materials
- Operating of mechanical Roller, Grader & TLB

For further enquiries regarding the above post kindly contact Monica Njoloza on 043 705 2777

MILLWRIGHT: SANITATION (COASTAL)
TASK GRADE 10: R 200 238.72 – R 259 920.48
(Total Package: R 313 950.28 per annum subject to certain conditions)
Ref.No.168/16

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

Requirements:

- Millwright with Trade Test Certificate
- Valid code B/EB driver's license
- Two (2) years' experience

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

For further enquiries regarding the above post kindly contact Melanie Naidoo 043 705 2750

SENIOR TECHNICIAN: TREATMENT (COASTAL) – SANITATION

TASK GRADE 12: R 279 085.80 – R 362 252.88

(Total Package: R 415 036.95 per annum subject to certain conditions with 15% Scarce Skills Allowance of basic salary is applicable)

Ref.No.56/17

Requirements:

- National Diploma in Civil Engineering
- Valid code B/EB driver's license
- Five (5) years' experience of which 3 years should be in charge of a Treatment works

Key Performance Areas:

- Responsible for the operation and maintenance of three treatment works
- Screening head works and three major pump stations
- Ensures the facilities operate and comply to the standards set by the Department of Water Affairs
- Prevention of pollution to the environment and ill health of the public

For further enquiries regarding the above post kindly contact Melanie Naidoo on 043- 705 2750

DIRECTORATE SPATIAL PLANNING & DEVELOPMENT

ARCHITECTURAL TECHNICIAN - ARCHITECTURE

TASK GRADE 11: R 236 382.96 – 306 837.6

(Total Package: R 360 288.58 per annum subject to certain conditions with 15% Scarce Skills Allowance of basic salary is applicable)

Ref.No.57/17

Requirements:

- National Diploma in Architecture
- Eligible for registration with the South African Council for the Architectural Profession (SACAP)
- Computer literate in CAD drawing software (computer aided design)
- Valid code B/EB driver's license with own vehicle **OR**
- To be able to obtain own vehicle within six months after employment
- Three (3) years post graduate experience in Architecture

Key Performance Areas:

- Provides a complete technical Architectural Service by surveying, designing and the production of technical drawings and documentation
- Implements and supervises contracts
- Performs administrative duties

For further enquiries regarding the above post kindly contact Andisa Bantom 043-705 2729

PLEASE NOTE:**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: 28th FEBRUARY 2017

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.S NAIDOO
ACTING CITY MANAGER**

DAILY DISPATCH ADVERT: 15TH FEBRUARY 2017