



**BUFFALO CITY
METROPOLITAN MUNICIPALITY**

(EXTERNAL CIRCULAR)

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

OFFICE OF THE CITY MANAGER

KEY STRATEGIC INVESTMENT MANAGER – ENTERPRISE PROJECT MANAGEMENT OFFICE

TASK GRADE 16: R 493 005.15 – R 639 969.74

(Total Package: R 910 688.00 per annum subject to certain conditions)

Ref.No.100/18

(2 YEAR FIXED TERM CONTRACT POST)

Requirements:

- An appropriate Degree
- Proven record of Investment Relationship Management
- Experience in Development Relationship Management
- Valid code B/EB driver's license
- Five (5) years' experience

Key Performance Areas:

- Provides strategic economic and investment project leadership, direction, advise and support to the Office of the City Manager
- Manages key strategic economic and investment projects for the metro
- Co-ordinates and leads multi-directorate team by setting objectives, establishing implementation protocols and initiating key development projects and investments for the metro
- Provides strategic liaison between the Office of the City Manager, internal departments, external organs of state and the private sector in the delivery of key strategic economic and investment developments
- Maximize the financial returns for the Metro through designing optimal development strategies
- Analyze financial gain, risks and cost of investments to the City
- Lead red-tape reduction and Sub-National Cost of Doing Business initiatives in the City in partnership with National Treasury and World-Bank
- Facilitate Strategic Economic and Investment drive for the City, in collaboration with National, Provincial and other State owned entities
- Identifies and addresses constraints to invest in the City

For further enquiries regarding the above post kindly contact Sizwe Mbuyazwe on 043 705 2706

PLEASE NOTE:

PEOPLE WITH DISABILITIES ARE ENCOURAGED TO APPLY

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: 17th July 2018

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, 13thcheque, medical aid and group life assurance schemes, generous leave privileges, housing subsidy and assistance towards removal expenses subject to certain conditions.


A SIHLAHLA
CITY MANAGER

Daily Dispatch: 4th July 2018