



**BUFFALO CITY
METROPOLITAN MUNICIPALITY**

(EXTERNAL CIRCULAR)

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

OFFICE OF THE CITY MANAGER

HEAD – ENTERPRISE PROJECT MANAGEMENT OFFICE

TASK GRADE 20: R 977 336.42 – R 1 074 596.11

(Total Package: R 1 685 868.00 per annum subject to certain conditions)

Ref.No.3/19

(2 YEAR FIXED TERM CONTRACT POST)

Requirements:

- Bachelor's Degree within the Engineering/Built Environment/Project Management or Social Sciences
- Professional registration with relevant Professional Body at PR level (SACPLAN, ECSA, SACQSP, SACPCMP, SACAPSA)
- Relevant post graduate qualification
- Seven (7) years' experience in Senior Management preferably in the Government sphere of which three (3) years should be in Professional/Senior Management level within Government/Public and or Municipal Built environment
- Valid code B/EB driver's license

Key Performance Areas:

- Development of Strategic projects and implementation
- Supports the preparation of the Municipality's annual capital programme and budget requirements
- Ensures compliance to National Treasury's built environment performance plans (BEPPS)
- Provides reporting support to the City Manager by liaising with BEPP related grants implementation Departments
- Plans, co-ordinates and monitors implementation of the Municipality's catalytic projects
- Analysis trends, capital and operating requirements to establish funding/expenditure for the various Departments and Directorates within the Municipality

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

GIS TECHNICIAN - ENTERPRISE PROJECT MANAGEMENT OFFICE
TASK GRADE 09: R 204 302.19 – R 265 185.54
(Total Package: R 365 032.00 per annum subject to certain conditions)
Ref No.4/19
(2 YEAR FIXED TERM CONTRACT POST)

Requirements:

- An accredited tertiary GIS and/or Cartography qualification
- Valid driver's licence **OR** learners license and driver's licence to be obtained within six (6) months of appointment
- Registration with the South African Geomatics Council for Professional and Technical Surveyors (SAGC) as a GIS Technician **OR** to register within three (3) months of employment
- One (1) years' experience

Key Performance Areas:

- Plans and performs GIS analysis to address departments strategic objectives
- Captures spatial data from various formats and sources
- Sources spatial information from various data custodians
- Maintains applicable Geo-databases
- Develops and implements relational/object oriented databases

For further enquiries regarding the above post kindly contact Gavin Mvandaba on 043 – 705 2766

DIRECTORATE OF INFRASTRUCTURE SERVICES

GENERAL MANAGER – ROADS, PIU AND CONSTRUCTION
TASK GRADE 20: R 977 336.42 – R 1 074 596.11
(Total Package: R 1 685 868.00 per annum subject to certain conditions)
Ref.No.5/19

Requirements:

- B. Sc Civil Engineering or B Tech Engineering: Civil
- Professional registration with the Engineering Council of South Africa (ECSA)
- Extensive experience in the design, construction and maintenance of Road Infrastructure and Civil Engineering in general
- Thorough knowledge of project management, costing and design and construction principles
- Computer literate
- Valid code B/EB driver's license
- Six (6) years relevant experience of which four (4) years should be at Managerial level

Key Performance Areas:

- Provides specifications for all civil design and construction projects in conjunction with operational Departments
- Ensures cost effective road infrastructure maintenance and upgrades
- Negotiates with private developers regarding servicing requirements
- Provides engineering consulting services to all Directorates
- Prepares documentation and specifications for tenders, adjudicates and recommends award

- Administers all civil engineering contracts and resolution of contract disputes
- Ensures compliance with relevant legislation and by-laws

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: 8th February 2019

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: 28th January 2019