



MSUNDUZI MUNICIPALITY INTERNAL/ EXTERNAL ERRATUM ADVERTISEMENT



Vacancy Circular No. 11/2025

The Msunduzi Municipality, The City of Choice hereby invites applications from competent, innovative and committed individuals for the following positions. The Municipality is committed to the aims of the Employment Equity Act.

This Municipality subsidizes its employees in terms of the following benefits: Medical Aid, Pension Fund, Unemployment Insurance Fund, Housing Subsidy and Car allowance (where applicable).

NB: Candidates that have previously applied for these posts need not to re-apply:

COMMUNITY SERVICES

**SENIOR MANAGER: PUBLIC SAFETY,
EMERGENCY SERVICES & ENFORCEMENT
(CSE390004)**

Ref No: CSE01/25

Duration of Employment

Permanent

Place of Work

Public Safety

EE Plan Preferred Designated Group/s

Person with Disability or African Female or Indian Female or White Male/ Female

Basic Salary

R1 280 135,48 – R1 407 542,41 p.a. (T20)

Minimum Qualifications/ Requirements

- Matric/ Grade 12 Certificate
- B - Tech / B. Degree in Management Sciences NQF Level 7 or equivalent.
- Computer Literacy - Office Applications.
- Valid Code B Driver's Licence.
- 7 Years' relevant experience at a management level of which 2 years must be at senior management level.
- 7 Years' experience in Public Safety will be an added advantage.

Key Performance Requirements

- Plan, direct and lead the key performance areas and result indicators for Public Safety Emergency Services and Enforcement (Fire & Rescue Emergency Control Centre, Disaster Management, Traffic Police and Municipal Security) associated with the planning, building of socially and economically sustainable communities through safety and security planning and development framework, service standards and acquisitions, management of strategic Public

**MANAGER: SPORTS, PARKS, SERVITUDES,
RECREATION & CEMETRIES
(CSE550002)**

Ref No: CSE02/25

Duration of Employment

Permanent

Place of Work

Sports, Parks, Recreation & Cemeteries

EE Plan Preferred Designated Group/s

Person with Disability or African Female or Coloured Female or White Male/ Female

Basic Salary

R690 974,84 – R896 812,59 p.a. (T16)

Minimum Qualifications/ Requirements

- Matric/ Grade 12 Certificate
- National Diploma/ B. Tech / B. Degree in Environmental Management / Horticulture/ Conservation or equivalent - NQF Level 6/7.
- Computer Literacy - Office Applications.
- Valid Code B Driver's Licence.
- 6 Years management experience.

Key Performance Requirements

Plans and Manages the key performance areas and result indicators associated with the rehabilitation and maintenance of Horticulture, Sports & Recreation, Conservation, Environment, Cemeteries & Crematoria, and Urban Agriculture, through the implementation of policies, procedures, systems and controls guiding critical interventions, applications and outcomes, providing advice and support with respect to the Community Development and, controlling the operational dimensions and outcomes ensuring that departmental priorities are adequately addressed and attended to and, key functional areas are aligned towards sustaining and improving the efficiencies of Department.

A written application must be submitted on the Msunduzi Application for Employment form (Annexure B) - to be obtained from the City Hall, Security Desk, Professor Nyembezi Building on the Ground Floor, Libraries around Msunduzi Area as well as on www.msunduzi.gov.za/careeropportunities.

The form must be filled in completely and signed on the last page. In the event that the application form is not properly completed, the application shall not be considered.

The following attachments are required:

The Application Form.

Detailed CV with three referees with current contact information.

Certified copies of qualifications/certificates, ID, Drivers' License (certified within 3 months or less of closing date).

Applicants are requested to furnish current telephone numbers at which they can be contacted. If there is more than one post advertised in the same Ref Number only one (1) application must have all is required attachments. Applications without the relevant attachments (cv/certificates) will be disqualified

The application needs to be addressed to the Senior Manager: Human Resource Management (A) and be posted in the box provided on the Ground Floor opposite Security in 341 Church Street, Professor Nyembezi Centre. Pietermaritzburg or posted to Private Bag X 321, Pietermaritzburg, 3200. Enquiries Ms. S.Z. Ndlovu, 033 392 2112.

IMPORTANT NOTICE TO APPLICANTS

No late applications will be considered

No faxed or e-mailed applications will be considered

Applications submitted on a Z83 form or any other forms that are not prescribed **WILL NOT** be considered

All interviews will be done in English.

Should there be no correspondence from the Municipality within sixteen weeks after the closing date, kindly consider your application to be unsuccessful.

Closing Date: **AUG 12 2025** Time: 15H00

**CANVASSING OF COUNCILLORS AND/OR
OFFICIALS WILL DISQUALIFY YOUR
APPLICATION.**

**THE MUNICIPALITY RESERVES THE RIGHT
NOT TO FILL THESE POSTS**

The Municipality is an equal opportunity, affirmative action employer and it is our intention to promote representivity (race, gender, disability) in the Local Government Sector through filling of these posts. To further the objectivity of representivity within the Msunduzi Municipality, Designated groups identified on each advertised position are encouraged to apply.

Circulated Date: **AUG 30 2025**

**THE ADVERTISING OF THESE POSTS IS
AUTHORISED BY THE MUNICIPAL MANAGER
(ACTING):**

MRS. MN. NGCOBO

DATE: _____