



MSUNDUZI MUNICIPALITY INTERNAL/ EXTERNAL ADVERTISEMENT

Vacancy Circular No. 31/2025



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).

SUSTAINABLE DEVELOPMENT AND CITY ENTERPRISES

FORESTER

Ref No: SDE28/25

Duration of Employment

12 Months Fixed Term Contract

Place of Work

City Entities

EE Plan Preferred Designated Group/s

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

Basic Salary

R644 442,20 – R836 539,17 p.a. (T15)

Minimum Qualifications/ Requirements

- Matric / Grade 12 - NQF Level 4.
- National Diploma/ B Tech/ Bachelor's Degree in Forest Management and Conservation - NQF Level 6/7.
- Computer Literacy - Office Applications.
- Valid Code B Driver's Licence.
- 4 Years' relevant experience.

Key Performance Requirements

- Manage the key performance result indicators associated with the management of the forested lands for economic, recreational, and conservation purposes through the implementation of policy and procedures in line with environmental regulations.
- Develop plan for planting and growing new trees, monitors trees for restoration and healthy growth and determines the best time for harvesting.
- Develop forest management plans for protected wooded areas, public and privately owned forested lands.

FIELD WORKERS X 2

Ref No: SDE29/25

Duration of Employment

12 Months Fixed Term Contract

Place of Work

Human Settlements

EE Plan Preferred Designated Group/s

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

Basic Salary

R183 362,57 – R238 018,17 p.a. (T06)

Minimum Qualifications/ Requirements

- Matric/ Grade 12
- National Diploma/ B Degree/ B-Tech in town/urban and regional planning, NQF level 6 or 7 will be an added advantage.
- Computer literacy.
- Valid Code B drivers license
- 2 years relevant experience in human settlements planning and the title deeds restoration processes

Key Performance Requirements

- Support the strategic objectives of the Human Settlements Unit by managing the day-to-day implementation of the Title Deeds Restoration Programme, ensuring the efficient, lawful, and timely transfer of property ownership to qualifying beneficiaries.
- Assist in the planning, coordination, and implementation of municipal housing projects, promoting sustainable, integrated human settlements in line with National, Provincial and Local development goals.
- Assist with the processing of township establishment applications for government subsidized housing projects in line with the SPLUMA By-law and the Town Planning Scheme.
- Providing assistance and support with social facilitation and field work relating to the title deed restoration program.

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.**

PW

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: **10 OCT 24 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: **10 OCT 22 2025**

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

MR. S.F. MNDEBELE

DATE: **13/10/2025**