



MSUNDUZI MUNICIPALITY INTERNAL/ EXTERNAL ADVERTISEMENT



Vacancy Circular No. 01/2024

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).

INFRASTRUCTURE SERVICES

SENIOR ENGINEER (PUBLIC TRANSPORT) (ISF250009)

Ref No: ISF01/24

Duration of Employment

Permanent

Place of Work

IRPTN

Basic Salary

R 578 590, 11 - R 751 057, 75 p.a. T15

Minimum Qualifications/ Requirements

- Matric / Grade 12 –NQF Level 4 or Equivalent.
- B - Tech or B Sc – Degree in Civil Engineering specialising in Transportation Engineering/ Transportation Planning /or Urban Planning - NQF Level 7.
- Registered as a Professional Engineer (Pr Eng) / Professional Technologist (Pr. Technologist).
- Computer Literacy - Office Applications.
- Valid code B Driver's Licence.
- 5 Years relevant post registration experience of which atleast 4 years must be in IPTN planning or operations environment..

Key Performance Requirements

- Manage the key performance areas and result associated with the Public Transport Engineering and operations functionality through the development of transport, identification and resolution of transport problems and assessing the impact of land use changes on transport planning in order to ensure transport systems and solutions encapsulated in short, medium and longer term plans are aligned towards accomplishing effective and economic ways of moving people to/ from destinations within the metropolitan area.

Additional KPR's

- Oversee the compilation and implementation of the IPTN operational plan.
- Oversee the IPTN systems design function.
- Coordinate all transpot system planning aspects for the IPTN system.
- Provide advise and take part in consultation sessions with relevent stakeholders.

SENIOR ENGINEER (ISF250014)

Ref No: ISF02/24

Duration of Employment

Permanent

Place of Work

Road Safety

Basic Salary

R 578 590, 11 - R 751 057, 75 p.a. T15

Minimum Qualifications/ Requirements

- Matric / Grade 12 –NQF Level 4 or Equivalent.
- B - Tech or B Sc – Degree in Civil Engineering specialising in Transportation or Traffic Engineering - NQF Level 7.
- Registered as a Professional Engineer (Pr Eng) / Professional Technologist (Pr. Technologist).
- Computer Literacy - Office Applications.
- Valid code B Driver's Licence.
- 5 Years relevant post registration experience.

Key Performance Requirements

- Manage the key performance areas and result indicators associated with the Road Safety functionality through the preparation and implementation of a road safety plan, formulation of strategies to support accident reduction, coordinating the collection, analysis, interpretation and presentation of traffic accident data and traffic surveys and controlling the acquisition and operation of automated traffic data collection equipment in order to ensure comprehensive information and studies on traffic trends and / or behaviors contributes to the introduction of interventions and measures that promote road safety.

PW

**CHIEF TECHNICIAN (TRANSPORTATION)
(ISF250017)**

Ref No: ISF03/24

Duration of Employment

Permanent

Place of Work

Transportation Planning

Basic Salary

R 445 725, 09 - R 578 590, 11 p.a. T13

Minimum Qualifications/ Requirements

- Matric / Grade 12 –NQF Level 4 or Equivalent.
- National Diploma in Civil Engineering specialising in Transportation or equivalent - NQF Level 6.
- Registered as a candidate Technician (Pr. Technician) with the Engineering Council of South Africa within 3 months of employment plus internal assessment.
- Computer Literacy - Office Applications.
- Valid code B Driver's Licence.
- 5 Years relevant post registration experience.

Key Performance Requirements

- Coordinate and implement outcomes associated with Transportation Planning functions, relating to the Strategic Transportation Planning and Systems Analysis, and Conceptual Planning, Design and Infrastructure Development, executing operational plans and monitoring outcomes and, attending to processes aimed at ensuring compliance through the provision of guidance and advice, planning and analysis in order to ensure objectives and established outcomes are accomplished in accordance with the Integrated Transport Plan and in compliance with the National Land Transportation Act.

**TECHNICIAN
(ISF260603)**

Ref No: ISF04/24

Duration of Employment

Permanent

Place of Work

Water Conservation and Infiltration Cont

Basic Salary

R 284 062, 70 - R 435 286, 75 p.a. T11

Minimum Qualifications/ Requirements

- Matric / Grade 12 –NQF Level 4 or Equivalent.
- National Diploma in Civil Engineering or equivalent - NQF Level 6.
- Registration as a Candidate Technician with the Engineering Council of South Africa within 3 months of employment; plus Internal assessment.
- Computer Literacy - Office Applications.
- Valid code B Driver's Licence.
- 1 Year relevant experience.

Key Performance Requirements

- Coordinate and control the tasks and activities associated with Water Conservation services through the detection of leaks on water reticulation pipes and buildings, taking meter readings, conducting pressure and flow tests at fire-hydrants, and providing supervision to on work flow and processes, in order to prevent water loss.

**HANDYMAN X2
(ISF250044/045)**

Ref No: ISF05/24

Duration of Employment

Permanent

Place of Work

Road Safety

Basic Salary

R 164 625, 78 - R 213 696, 28 p.a. T06

Minimum Qualifications/ Requirements

- Matric / Grade 11 –NQF Level 3 or Equivalent.
- Valid code B Driver's Licence.
- 1 year relevant experience (General Building Maintenance work)

Key Performance Requirements

- Perform specific tasks and activities associated with providing support to the Artisan, with the electrical maintenance and repair work in Traffic Signals & Telephone, communicating and reporting defects of the electricity system and structure to the Artisan.

**SENIOR CLERK
(ISF250425)**

Ref No: ISF06/24

Duration of Employment

Permanent

Place of Work

Roads and Stormwater: GE and Vulindlela

Basic Salary

R 164 625, 78 - R 213 696, 28 p.a. T06

Minimum Qualifications/ Requirements

- Matric / Grade 11 –NQF Level 3 or Equivalent.
- Computer Literacy – Office applications.
- 6 Months relevant experience.

Key Performance Requirements

- Perform specific clerical tasks associated with the updating of information associated with roads construction and maintenance activities, generating transactional/ instructional forms work orders, receiving and transferring complaints/ enquiries and providing general office support in specific functional areas.

**FORKLIFT OPERATOR
(ISF250089)**

Ref No: ISF07/24

Duration of Employment

Permanent

Place of Work

Roads Rehabilitation & Programmes

Basic Salary

R 127 467, 06 - R 164 625, 78 p.a. T04

Minimum Qualifications/ Requirements

- An appropriate level of primary education - NQF Level 1 or Equivalent.
- Certificate of competency in the operation of a forklift.
- 6 month relevant experience.

Key Performance Requirements

- Perform general activities associated with operating small plant (e.g. Forklift etc.) at the Concrete Casting Yard moving and packing manufactured concrete products.

**SMALL PLANT OPERATOR X4
(ISF250417/418/419/420)**

Ref No: ISF08/24

Duration of Employment

Permanent

Place of Work

Roads and Stormwater: GE and Vulindlela

Basic Salary

R 127 467, 06 - R 164 625, 78 p.a. T04

Minimum Qualifications/ Requirements

- An appropriate level of primary education - NQF Level 1 or Equivalent.
- Certification of competency in the operation of a Plant.
- 1 Month relevant experience.

Key Performance Requirements

- Perform tasks/ activities associated with general maintenance and repair work to roads, storm water and drainage systems using Plants "Machinery" and equipment to excavate defined areas, operating small plant machinery to break, crush and compact road surfaces, pressure cleaning devices to clear blockages and remove debris from drainage systems and utilizing lettering and marking guides to paint traffic flow signals and lines.

ELECTRICITY SUPPLY SERVICES

**SENIOR ENGINEER
(ISF700690)**

Ref No: ESS01/24

Duration of Employment

Permanent

Place of Work

Methods and Standards

Basic Salary

R 578 590,10 - R 751 057,74 p.a. T15

Minimum Qualifications/ Requirements

- Matric / Grade 12 –NQF Level 4 or Equivalent.
- B -Tech / B.Sc Degree in Electrical Engineering or equivalent - NQF Level 7.
- Minimum 1 year Certificate in Project Management - NQF Level 5 (Eligible to register with the relevant professional project management body).
- Registered as a Professional Engineer (Pr Eng) / Professional Technologist (Pr. Techn).
- Computer Literacy – Office Applications.
- Valid code B Drivers Licence.
- 5 years post qualification electrical engineering and management experience.

Key Performance Requirements

- Plan and Manage the Business Unit's Demand Side Management functionality through implementation of a system associated with Design, Electrical Reticulation and Distribution and alignment of policies, procedures, systems and controls guiding critical interventions, applications and outcomes and, providing strategic advice on the mission critical initiatives with respect to development aimed at supporting the accomplishment of the Municipality's key performance areas and service delivery objectives.

**MANAGER (INSTALLATION AUDIT)
(ISF700051)**

Ref No: ESS02/24

Duration of Employment

Permanent

Place of Work

Installation Audit

Basic Salary

R 501 850, 47 - R 651 448, 22 p.a. T14

Minimum Qualifications/ Requirements

- Matric / Grade 12 –NQF Level 4 or Equivalent.
- B - Tech or B. Sc in Electrical Engineering or equivalent - NQF Level 7.
- Installation audit knowledge.
- Registered as a Professional Engineer (Pr. Eng) / Professional Technologist (Pr. Tech Eng) with the Engineering Council of South Africa.
- Computer Literacy – Office Applications.
- Valid code B Driver's Licence.
- 3 Years relevant experience.

Key Performance Requirements

- Plan and Manage the Business Unit's Revenue Management functionality through implementation of Revenue Management and Projects associated with the installation audits, new service installations and revenue enhancement, development and alignment of procedures, systems and controls guiding

PW

critical interventions, applications and outcomes and, providing technical advice on the mission critical initiatives with respect to development aimed at supporting the accomplishment of the Municipality's key performance areas and service delivery objectives.

**SENIOR TECHNOLOGIST
(ISF700695)**

Ref No: ESS03/24

Duration of Employment

Permanent

Place of Work

Methods and Standards

Basic Salary

R 501 850, 47 - R 651 448, 22 p.a. T14

Minimum Qualifications/ Requirements

- Matric / Grade 12 –NQF Level 4 or Equivalent.
- B -Tech / B.Sc Degree in Electrical Engineering or equivalent - NQF Level 7.
- Registered as a Professional Engineer (Pr Eng) / Professional Technologist (Pr. Technologist).
- Computer Literacy – Office Applications.
- Valid code B Drivers Licence.
- 3 Years relevant post registration experience.

Key Performance Requirements

- Apply key technical procedures and applications associated with the provision of information and guidance, pertaining to the functions in the Section relating to New Projects and Alteration Planning, disseminating technical information internally and/ or externally, ensuring through creative and specialized applications accurate specifications can be established to support new services and alterations planning and processes.

**TECHNICIAN X3
(ISF700031/039/041)**

Ref No: ESS04/24

Duration of Employment

Permanent

Place of Work

Electrical Planning

Basic Salary

R 284 062, 70 - R 435 286, 75 p.a. T11

Minimum Qualifications/ Requirements

- Matric / Grade 12 –NQF Level 4 or Equivalent.
- National Diploma in Electrical Engineering (Heavy Current) or equivalent - NQF Level 6.
- Computer Literacy - Office Applications.
- Valid code B Driver's Licence.
- 1 Years relevant experience.

Key Performance Requirements

- Apply technical procedures and applications associated with the Low Voltage System Strengthening, design application- MV system strength, street lights maintenance conducting reinforcements, plotting routes and, preparing contractual documentation and monitoring the implementation and execution of minor contracts ensuring accurate design and specifications are available to support the scoping, planning, execution and evaluation of projects.

**TECHNICIAN
(ISF700714)**

Ref No: ESS05/24

Duration of Employment

Permanent

Place of Work

Technical Support

Basic Salary

R 284 062, 70 - R 435 286, 75 p.a. T11

Minimum Qualifications/ Requirements

- Matric / Grade 12 –NQF Level 4 or Equivalent.
- National Diploma in Electrical Engineering (Heavy Current) or equivalent - NQF Level 6.
- Computer Literacy - Office Applications.
- Valid code C1 Driver's Licence. Will be required to obtain PrDP.
- 1 Years relevant experience.

Key Performance Requirements

- Coordinate the set-up, work in progress and completion of specialized tasks activities associated with the installation and maintenance of Traffic Signals and Telephones, etc, guiding personnel and, attending to routine/ general administrative recording requirements in the Sub-Section.

**ARTISAN (ELECTRICIAN) X2
(ISF700077/086)**

Ref No: ESS06/24

Duration of Employment

Permanent

Place of Work

Metering and Tarrifs

Basic Salary

R 269 509, 21 - R 368 723, 03 p.a. T10

Minimum Qualifications/ Requirements

- Trade Certificate (Electrical) - NQF Level 4.
- Will be required to obtain certificate in Switching (MV) within 24 months from the date of appointment).
- Valid code EB Driver's Licence with PrDP.
- 2 Years relevant experience.

Key Performance Requirements

- Coordinate and control the New Connection and Service Alteration Planning operations,

through the application of laid down procedures with respect to the execution of operational plans and priorities, producing preliminary designs for allocated released projects, liaising with internal Customer Services and external customers, interpreting customer's technical requirements for network supply solutions, and implementation of corrective measures/ interventions in order to ensure optimum functionality levels are maintained supporting the accomplishment of customer service delivery objectives.

**ARTISAN (ELECTRICIAN) X2
(ISF700264/265)**

Ref No: ESS07/24

Duration of Employment

Permanent

Place of Work

Overhead Mains and Street Lighting

Basic Salary

R 269 509, 21 - R 368 723, 03 p.a. T10

Minimum Qualifications/ Requirements

- Trade Certificate (Electrical) - NQF Level 4.
- Computer Literacy - Office Applications.
- Valid code C1 Driver's Licence with PrDP.
- 2 Years relevant experience.

Key Performance Requirements

- Coordinate and implement the set-up, work in progress and completion of specialized electrical tasks/ activities associated with the Overhead Lines Repairs and Maintenance, including, monitoring and correcting subordinates productivity and performance and, attending to routine/ general administrative recording requirements contributing to the accomplishment of departmental objectives.

**ARTISAN (ELECTRICIAN) X2
(ISF700446/452)**

Ref No: ESS08/24

Duration of Employment

Permanent

Place of Work

Secondary Substation

Basic Salary

R 269 509, 21 - R 368 723, 03 p.a. T10

Minimum Qualifications/ Requirements

- Trade Certificate (Electrical) - NQF Level 4.
- Will be required to obtain certificate in Switching (MV) within 24 months from the date of appointment).
- Valid code EB Driver's Licence with PrDP.
- 2 Years relevant experience.

Key Performance Requirements

- Perform specialized tasks/ activities associated with the electrical maintenance and shutdown of the Secondary Substations, including, monitoring and correcting the productivity and performance outputs of support personnel and, attending to routine/ general administrative recording requirements contributing to the accomplishment of departmental objectives.

**FAULTSMAN X2
(ISF700492/493)**

Ref No: ESS09/24

Duration of Employment

Permanent

Place of Work

Primary Substation

Basic Salary

R 269 509, 21 - R 368 723, 03 p.a. T10

Minimum Qualifications/ Requirements

- Trade Certificate (Electrical) - NQF Level 4
- plus Certificate in Switching (MV) - NQF 4.
- Computer Literacy - Office Applications.
- Valid code B Driver's Licence.
- 2 Years relevant experience.

Key Performance Requirements

- Perform specialized tasks/ activities associated in the Section, with providing an electrical repair service, ensuring prompt restoration of supply to consumers, attending to faults and complaints, including, monitoring and correcting the productivity and performance outputs of support personnel and, attending to routine/ general administrative recording requirements contributing to the accomplishment of departmental objectives.

**CAD / GIS OPERATOR X2
(ISF700044/045)**

Ref No: ESS10/24

Duration of Employment

Permanent

Place of Work

Electrical Planning

Basic Salary

R 252 275, 86 - R 327 494, 53 p.a. T09

Minimum Qualifications/ Requirements

- Matric / Grade 12 plus relevant GIS Certificate– NQF level 5 accredited by SAQA or equivalent.
- Computer Literacy - Office Applications.
- 2 years relevant experience.

Key Performance Requirements

- Perform tasks/activities associated with providing assistance for the preparation, capturing, storing and maintaining of data, presentation of information using database procedures, applications and tools to ensure

that the Geographic Information System and updating Cadastral Drawings and maps using Arc view and Arc map databases in the Electricity Section.

SERVICEMAN X8

(ISF700120/121/123/124/125/126/127/128)

Ref No: ESS11/24

Duration of Employment

Permanent

Place of Work

Revenue Enhancement

Basic Salary

R 199 035, 46 - R 258 334, 33 p.a. T07

Minimum Qualifications/ Requirements

- Matric/Grade 12 with Mathematics and Physics /N3 Electrical - NQF Level 4
- will be required to obtain Level 2 Disconnection and Reconnection Competence Certificate within 12 months.
- Valid code B Driver's Licence.
- 1 Year relevant experience.

Key Performance Requirements

- Perform tasks/ activities associated with the disconnection and reconnection of electrical meters (working on live mains) in the Customer Services Section (Electricity), to provide an effective and efficient customer service in accordance to the requirements of the Section.

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) applications 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: **06 APR 2024** 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, Persons with Disabilities and Women are encouraged to apply.

Circulated Date: **19 MAR 2024**

THE ADVERTISING OF THESE POSTS IS AUTHORIZED BY THE MUNICIPAL MANAGER

(A): 

DATE: _____