

# MSUNDUZI MUNICIPALITY INTERNAL/ EXTERNAL ADVERTISEMENT



Vacancy Circular No. 07/2024

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).

#### **CORPORATE SERVICES**

## OCCUPATIONAL HEALTH PRACTITIONER (HRC060093)

Ref No: CMO06/24

**Duration of Employment** 

Permanent

Place of Work

Occupational Health

EE Plan Preferred Designated Group/s

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

**Basic Salary** 

R413 709,33 - R537 013,59 p.a. (T12)

Minimum Qualifications/ Requirements

- Matric NQF Level 4
- Diploma/ B Tech Degree in Occupational Health Nursing/ Community Health Nursing (NQF Level 6/7).
- Audiometry Certificate
- Pharmacology Medicine Dispensing License
- Fluent in isiZulu/ Xhosa language will be an added advantage.
- Valid Code B. Driver's License.
- 3 Years of experience.
- 5 years of experience will be an added advantage.

#### **Key Performance Requirements**

 Co-ordinate and plan the statutory requirements of the Municipalities policies and procedures pertaining to the Occupational Health and Safety Act and provides a primary Health Care Service for the Municipal personnel in accordance to departmental instructions and requirements.

#### **BUDGET AND TREASURY OFFICE**

SENIOR TECHNICIAN (FLEET) (FIN150024)

Ref No: FIN22/24

#### **Duration of Employment**

Permanent

Place of Work

**Fleet Control** 

EE Plan Preferred Designated Group/s

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

**Basic Salary** 

R413 709,33 - R537 013,59 p.a. (T12)

#### Minimum Qualifications/ Requirements

- Matric NQF Level 4
- National Diploma in Mechanical Engineering/Logistics Management/ Project Management/ Transportation Management/ Fleet Management - NQF Level 6 or relevant and equivalent
- Computer Literacy Office Applications.
- Valid code B Driver's Licence
- 3 Years relevant experience.

#### **Key Performance Requirements**

Coordinate and provides technical support and direction for the Fleet Control Section with regards to the identification, prioritization and Technical implementation of Analysis, Procurement, Contracts Disposal and pertaining to plant and vehicles, preparing documentation for the appointment of Consultants and Contractors, monitoring and control of key deliverables and outcomes, monitoring budgets, and communication and reporting of the status, constraints and critical requirements necessary to ensure objectives achieve their intended purpose of adding value in respect of service delivery.

## **TECHNICIAN X2** (FIN150026/27)

Ref No: FIN23/24

**Duration of Employment** 

**Permanent** 

Place of Work

Fleet Control

EE Plan Preferred Designated Group/s

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

**Basic Salary** 

R350 426,39 - R454 874,65 p.a. (T11)

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#### Minimum Qualifications/ Requirements

- Matric / Grade 12 NQF Level 4.
- National Diploma/ B. Tech / B. Degree in Accounting / Financial Management/ Logistics/ Transport/ Feet Management - NQF Level 6/7 or relevant and equivalent.
- Computer literacy Office Applications.
- Valid Code B Driver's licence.
- 3 Years relevant experience.

#### **Key Performance Requirements**

 Coordinate and perform tasks and activities associated with the Technical Analysis, Procurement, Contracts and Disposal pertaining plant and vehicles, and preparing relevant documentation for the appointment of Consultants and Contractors, in accordance to the requirements of the Section.

#### SYSTEM ANALYST (FIN150028)

Ref No: FIN24/24

**Duration of Employment** 

**Permanent** 

Place of Work

Fleet Control

EE Plan Preferred Designated Group/s

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

**Basic Salary** 

R350 426,39 - R454 874,65 p.a. (T11)

#### Minimum Qualifications/ Requirements

- Matric / Grade 12 NQF Level 4.
- National Diploma/ B. Tech / B. Degree in Accounting / Financial Management/ Information Technology/ Computer Science/ Business Administration - NQF Level 6/7 or relevant and equivalent.
- Computer literacy Office Applications.
- Valid Code B Driver's licence.
- 3 Years relevant experience.

#### **Key Performance Requirements**

control and monitor the functions associated with the Fleet Vehicles management and associated Fuel and Tracking services through the use of computerized electronic monitoring, data analysis, and contractors to generate reports and usage statistics associated with use of council vehicles, and determining accurate analysis of requirements against the capacity and capability of the department to accomplish immediate, short and longer term service delivery objectives in relation to current fleet capacity and capabilities.

SUPERVISOR (FIN100061)

Ref No: FIN25/24

**Duration of Employment** 

**Permanent** 

Place of Work

**Cashiers** 

EE Plan Preferred Designated Group/s

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

Basic Salary

R234 165,72 - R303 944,07 p.a. (T08)

#### Minimum Qualifications/ Requirements

- Matric/Grade 12 NQF Level 4 with accounting.
- Computer Literacy Office Application.
- Valid Code B Driver's Licence.
- 3 Years relevant experience.

#### **Key Performance Requirements**

 Perform specific clerical procedures associated with specific Counter enquiries in the Section and providing general administrative/ clerical support to ensure transaction enquiries are accurately processed and laid down procedural instructions/ guidelines are complied with.

#### SENIOR CLERK (FIN100153)

Ref No: FIN26/24

**Duration of Employment** 

**Permanent** 

Place of Work

**Utilities Services** 

EE Plan Preferred Designated Group/s

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

**Basic Salary** 

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

Minimum Qualifications/ Requirements

- Matric / Grade 12 with Accounting NQF Level
   4.
- Computer literacy Office Applications.
- 6 Months relevant experience.

#### **Key Performance Requirements**

 Perform specific clerical activities associated with the processing of information associated with processing/recording of meter readings, preparing general reports and providing general office support.

#### SENIOR CLERK (FIN150017)

Ref No: FIN27/24

**Duration of Employment** 

Permanent

Place of Work

**Insurance Management** 

EE Plan Preferred Designated Group/s



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

**Basic Salary** 

R172 033,94 - R223 312,61 p.a. (T06)

#### Minimum Qualifications/ Requirements

- Matric / Grade 12 with Accounting NQF Level
- Computer literacy Office Applications.
- 6 Months relevant experience.

#### **Key Performance Requirements**

· Perform clerical/ administrative tasks/ activities associated with processing of information pertaining to all municipal and third party claims s and providing support and routine information to internal departments

#### **COMMUNITY SERVICES**

#### **INSPECTOR** (CSE410005)

Ref No: CSE36/24

**Duration of Employment** 

Permanent

Place of Work

**Public Safety- Security** 

**EE Plan Preferred Designated Group/s** 

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

**Basic Salary** 

R350 426,39 - R454 874,65 p.a. (T11)

#### Minimum Qualifications/ Requirements

- Matric / Grade 12 NQF Level 4.
- Security Officers Certificate (Grade B), SAPS/ SANDF/ Metropolitan Police/ Traffic Related Certificate or Diploma,
- Valid Fire Arm Competency (Hand gun, Shot gun, and Rifle),
- Computer Literacy,
- Valid Code B Drivers License.
- No Criminal Record.
- 1 Years. of experience.

#### **Key Performance Requirements**

Coordinate and control the tasks and activities associated with the functionality pertaining to security requirements for the Municipality, through continuous monitoring and inspection of Councils properties, identifying with nonconforming actions, crime and/ or security breaches, responding appropriately, reporting on the status and proceeding with questioning, and/ or arresting, charging offenders, and supervising the performance of the Security Officers.

> TRAFFIC OFFICER X2 (CSE400061/097)

> > Ref No: CSE37/24

#### **Duration of Employment**

Permanent

Place of Work

**Public Safety - Traffic Operations** 

EE Plan Preferred Designated Group/s

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

Basic Salary

R263 628,27 - R342 231,78 p.a. (T09)

#### Minimum Qualifications/ Requirements

- Matric/Grade 12 Plus NQF Level 5 Certificate Accredited by SAQA in Traffic and Municipal Police Officers Qualification or relevant and equivalent
- Valid Code EC Driver's License.
- Minimum 2 years' relevant experience

#### **Key Performance Requirements**

- Perform activities/ tasks associated with the provision of a traffic and community policing service by monitoring attending to situations associated with minimizing traffic congestion or offences committed causing inconvenience and risk to public safety, enforcing compliance and supporting emergency.
- Rescue personnel during major disasters in order to ensure any risk to public safety or contravention to traffic regulations and specific by-laws identified and corrective/ enforced compliance measures offenders, and is required to enforce the law, etc. in the Traffic Office.

#### **SECURITY OFFICER X2** (CSE410041/055)

Ref No: CSE38/24

**Duration of Employment** 

Permanent

Place of Work

Security

**EE Plan Preferred Designated Group/s** 

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

Basic Salary

R207 992.05 - R269 959,38 p.a. (T07)

#### Minimum Qualifications/ Requirements

- Matric / Grade 12 NQF Level 4.
- Registration with the Security Officers Board -Grade D/E.
- Peace Officer Certificate will be an added advantage.
- Valid Code B Driver's License.
- Firearm Competence Certificate
- 12 months' relevant experience.

#### **Key Performance Requirements**



specific tasks and activities ·Perform associated with security functions for the monitoring and controlling municipality, access to buildings and, continuous patrolling monitoring. identifying with and conforming actions, crime and/ or security breaches, responding/ acting appropriately, reporting on the status and proceeding with questioning and/ or detaining offenders.

> CARETAKER (CSE110079)

Ref No: CSE39/24

**Duration of Employment** 

**Permanent** 

Place of Work

**ABM: Vulindlela Area Office** 

EE Plan Preferred Designated Group/s

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

**Basic Salary** 

R172 033,94 - R223 312,61 p.a. (T06)

Minimum Qualifications/ Requirements

- Grade 11 NQF Level 3 or Equivalent.
- Valid code B Driver's Licence.
- 6 Months relevant experience.

#### **Key Performance Requirements**

activities associated with Undertake maintaining cleanliness of the halls and surrounds and attending to the organization of the hall for events/ functions in accordance with instructions in order to ensure an acceptable standard of service is made available contributing to customer satisfaction.

#### **SENIOR CLERK** (CSE410292)

Ref No: CSE40/24

**Duration of Employment** 

**Permanent** 

Place of Work

**Rapid Response** 

EE Plan Preferred Designated Group/s

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

**Basic Salary** 

R172 033,94 - R223 312,61 p.a. (T06)

Minimum Qualifications/ Requirements

- Grade 11 NQF Level 3.
- Computer Literacy Office Applications
- Minimum 6 months' relevant experience

#### **Key Performance Requirements**

Attend to clerical recordkeeping, technical information maintenance and reporting applications in order to ensure accurate information is made available to enable improvement the assessment and

accomplishment of service delivery related objectives.

#### CARETAKER (CSE550118)

Ref No: CSE41/24

**Duration of Employment** 

**Permanent** 

Place of Work

**ABM: Vulindlela Area Office** 

EE Plan Preferred Designated Group/s

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

**Basic Salary** 

R R172 033,94 - R223 312,61 p.a. (T06)

#### Minimum Qualifications/ Requirements

- Grade 11 NQF Level 3 or Equivalent.
- Valid code B Driver's Licence.
- General knowledge of building maintenance
- 6 Months relevant experience.

#### **Key Performance Requirements**

· Perform tasks and activities associated with the cleaning and maintenance operations for the Sports & Recreation section through the application of laid down procedures with respect to the execution of operational plans and priorities, supervision of the cleaning and personnel maintenance and conducting inspections, in order to ensure optimum cleaning and maintenance functionality levels are maintained supporting the accomplishment of service delivery objectives.

#### **INFRASTRUCTURE SERVICES**

#### **CHIEF TECHNOLOGIST** (ISF260009)

Ref No: ISF32/24

**Duration of Employment** 

**Permanent** 

Place of Work

Water and Sanitation

EE Plan Preferred Designated Group/s

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

**Basic Salary** 

R604 626,66 - R784 855,35 p.a. (15) Minimum Qualifications/ Requirements

- Matric/ Grade 12 NQF Level 4
- B Tech or B.Sc. in Civil Engineering/ Project Management Qualification - NQF Level 7.
- Registration with Professional Engineer/ Technologist with the Engineering Council of S.A.
- Valid Code B Driving License.
- 4 Years' experience.

#### **Key Performance Requirements**





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Manage the key performance areas and result indicators associated with Water & Sanitation Projects through the investigation, analysis, interpretation and reporting of project requirements (Tender developmental Adjudication. Operations & Maintenance Contracts Management, Budget Monitoring & Quality Control) against the capacity and capability of the department to accomplish immediate and short-term service delivery objectives in keeping with the Integrated Development Plan of the Municipality.

#### SENIOR TECHNOLOGIST (PROJECT **IMPLEMENTATION)** (ISF250574)

Ref No: ISF33/24

**Duration of Employment** 

**Permanent** 

Place of Work

**Roads and Transportation** 

EE Plan Preferred Designated Group/s

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

Basic Salary

R524 433,74 - R680 763,39 p.a. (T14)

Minimum Qualifications/ Requirements

- Matric/ Grade 12 NQF Level 4
- B Tech or B.Sc. in Civil Engineering. NQF
- Professional registration with the Engineering Council of South Africa as candidate.
- Computer literate Office Applications.
- Valid Code B Driver's License.
- 3 Years' experience in Roads Construction and Project Management.

#### **Key Performance Requirements**

Control professional and technical processes associated with the provision of Roads and Storm Water Engineering services internal/external clients through the provision of guidance and advice on the formulation of proposals and design concepts, contract and project management of basic and average complexity type designs in order to ensure objectives and established outcomes are accomplished in accordance with the agreed terms, specifications, costs and standards of quality.

#### **TECHNICIAN** (ISF260435)

Ref No: ISF34/24

**Duration of Employment** 

**Permanent** 

Place of Work

Sanitation

**EE Plan Preferred Designated Group/s** 

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

**Basic Salary** 

R350 426.39 - R454 874,65 p.a. (T11)

- Minimum Qualifications/ Requirements Matric / Grade 12 - NQF Level 4.
- Diploma or B Tech or Degree in Civil Engineering - NQF Level 6/7.
- Computer literate Office Applications.
- Valid Code B Driving License.
- 3 Years experience.

#### **Key Performance Requirements**

Co-ordinate the technical applications and procedures with regards to ensuring specific requirements of the Water Services Act are complied with through the review and analysis of the Water Services Development Plan (sewerage operations and maintenance) and associated Master Plans, participating in the maintenance of project preparation guidelines, providing of recommendations on proposals and the appointment of consultants and. controllina the implementation. administration and communication of the status of programs/ projects in the Sewer Operations and Maintenance Section.

#### ARTISAN (PLUMBER/ FITTER) (ISF260055)

Ref No: ISF35/24

**Duration of Employment** 

**Permanent** 

Place of Work

**Reactive Maintenance** 

EE Plan Preferred Designated Group/s

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

**Basic Salary** 

R296 845,52 - R385 315,56 p.a. (T10) Minimum Qualifications/ Requirements

- Trade Certificate in Artisan Plumbing/ Fitting -NQF Level 5.
- Valid Code EB Driver's Licence.
- 2 years relevant experience.

#### **Key Performance Requirements**

Coordinate and control the set-up, work in progress and completion of specialized tasks activities associated with water meter connections and restrictions, new works. water losses reactive maintenance, planned maintenance, including, monitoring correcting the productivity and performance outputs of support personnel and, attending to routine/ general administrative recording requirements contributing to the accomplishment of departmental objectives and to ensure downtime and disruptions are



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minimized, contributing positively towards sustaining acceptable service delivery standards.

SENIOR CLERK (ISF260032)

Ref No: ISF39/24

**Duration of Employment** 

**Permanent** 

Place of Work

**Operations Maintenance** 

EE Plan Preferred Designated Group/s

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

**Basic Salary** 

R172 033,94 - R223 312,61 p.a. (T06)

Minimum Qualifications/ Requirements

- Grade 11 NQF Level 3.
- Computer Literacy Office Applications
- Minimum 6 months' 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.

#### **ELECTRICITY SUPPLY SERVICES**

#### FOREMAN (WORKSHOP) (ISF700410)

Ref No: ESS15/24

**Duration of Employment** 

**Permanent** 

Place of Work

**Technical Services** 

EE Plan Preferred Designated Group/s

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

**Basic Salary** 

R413 709,33 - R537 013,59 p.a. (T12)

Minimum Qualifications/ Requirements

- Trade Test Certificate Electrical NQF Level
   5.
- Valid Code B driving license.
- 3 years experience.

#### **Key Performance Requirements**

Coordinate and control the operations of the Electrical Workshop for the Construction & Maintenance Section, inclusive of monitoring implementing technical procedures and pertaining to refurbishment and maintenance of Switch-gears and Transformers. establishing resource requirements, planning and scheduling work programs and evaluating outcomes, monitoring and attending deviations in productivity and performance and attending to specific administrative and information reporting requirements and processes.

#### SENIOR CLERK (ISF700046)

**Ref No: ESS16/24** 

**Duration of Employment** 

Permanent

Place of Work

**Electrical Planning** 

EE Plan Preferred Designated Group/s

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

**Basic Salary** 

R172 033,94 - R223 312,61 p.a. (T06)

Minimum Qualifications/ Requirements

- Grade 11 NQF Level 3.
- Computer Literacy Office Applications
- Minimum 6 months' relevant experience

#### **Key Performance Requirements**

 Execute specific administrative technical procedures for the Sanitation Operations Section and attends to clerical recordkeeping, technical information maintenance and reporting applications in order to ensure accurate information is made available to enable assessment and improvement in the accomplishment of service delivery related objectives.

## SUSTAINABLE DEVELOPMENT AND CITY ENTERPRISES

#### MANAGER (PLANNING) (SDE310002)

Ref No: SDE12/24

**Duration of Employment** 

**Permanent** 

Place of Work

**Human Settlements- Planning** 

**EE Plan Preferred Designated Group/s** 

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

**Basic Salary** 

R822 978,60 - R1 068 298,91 p.a. (T17)

Minimum Qualifications/ Requirements

- Matric / Grade 12 NQF Level 4.
- Degree or B Tech in Town Planning NQF Level 7.
- Registration as Professional Planner with SACPIAN.
- Computer literate Office Applications.
- Valid Code B Drivers License.
- 5 years experience.

#### **Key Performance Requirements**



 To facilitate project identification and initiation, obtain Council support and inclusion of projects in the IDP. Facilitate pre – feasibility and feasibility studies. Facilitate the compilation and approval of the general plan.

#### PROJECT OFFICER (INFORMAL SETTLEMENT) (SDE310025)

Ref No: SDE14/24

**Duration of Employment** 

**Permanent** 

Place of Work

Human Settlements: Informal Settlement EE Plan Preferred Designated Group/s Person with Disability or African Male/Female

or White Male/ Female

**Basic Salary** 

R413 709,33 - R537 013,59 p.a. (T12)

Minimum Qualifications/ Requirements

- Matric / Grade 12 NQF Level 4.
- National Diploma /B Tech/Degree in Social Science/ Community Development/ Public Administration – NQF Level 6/7.
- Computer Literacy Office Applications.
- Valid Code B Driver's Licence
- 3 years experience in Social Facilitation, Liaison / Community Participation and Human Settlements.

#### **Key Performance Requirements**

 Provide a project engineering management service with respect to the execution and implementation of average to high complexity type Architectural projects through the management of the process of analyzing, investigating, assessing and mapping out critical deliverables and costing frameworks, preparing and defending contractual terms or, resolving disputes and, providing information and advice on best practices to guide, enable and ensure key project milestones are accomplished in accordance with Housing objectives and budgeted capital budgeted frameworks.

#### Additional KPA's

- Facilitate Human Settlements Community Liaison activities through the processing and updating of housing projects/ Informal Settlements Information in respect of housing matters as well as we the management and control of informal settlements.
- Administrate the National Housing needs register/ Housing Subsidy System.
- Conduct Housing consumer Education sessions with beneficiary communities.
   Facilitate community participation and engagement in all Human Settlement investigational and qualitative reports.

#### SENIOR LIAISON OFFICER (INFORMAL SETTLEMENT) (SDE310031)

Ref No: SDE15/24

**Duration of Employment** 

**Permanent** 

Place of Work

**Human Settlements: Informal Settlement** 

**Basic Salary** 

R350 426,39 - R454 874,65 p.a. (T11)

EE Plan Preferred Designated Group/s

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

#### Minimum Qualifications/ Requirements

- Matric / Grade 12 NQF Level 4.
- National Diploma /B Tech/Degree in Social Science/ Community Development/ Public Administration – NQF Level 6/7.
- Computer Literacy Office Applications.
- Valid Code B Driver's Licence
- 3 years experience in Social Facilitation, Liaison / Community Participation and Human Settlements.

#### **Key Performance Requirements**

Coordinate administrative and technical tasks associated with Housing Community Liaison through the processing and updating of housing project delivery information in respect of housing matters relating to applications, sales, acquisitions and lease of Council houses, flats, etc, addressing relocation of communities/ individuals, generating reports detailing the status of the housing programme/ projects, attending to and/ or forwarding disputes, queries/ complaints to specific departments for attention and resolution and communicating the outcome/s.

#### Additional KPA's

- Facilitate administrative and technical tasks associated with Human Settlements Liaison through the processing and updating of housing projects/ informal Settlement in respect of housing matters as well as the management and control of informal settlements.
- Facilitating community participation in informal settlement upgrading programs, addressing relocation of communities/ individuals, generating reports detailing the status of the housing programme/ projects, attending to and / or forwarding disputes, queries/ complaints to specific departments for attention and resolution and communicating the outcome/s supervise Liaison Officers.

ADMINISTRATION OFFICER (SDE160104)



Ref No: SDE16/24

**Duration of Employment** 

Permanent

Place of Work

**Environmental Management** 

EE Plan Preferred Designated Group/s

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

**Basic Salary** 

R296 845,52 - R385 315,56 p.a. (T10)

Minimum Qualifications/ Requirements

- Matric/Grade 12 NQF Level 4, plus relevant certificate accredited by SAQA - NQF Level 5 or relevant and equivalent
- Computer Literacy Office Application.
- 2 Years Relevant experience.

**Key Performance Requirements** 

 Coordinate key administrative requirements through the implementation of policies, procedures, systems and controls guiding interventions. applications outcomes, providing advice and support with respect to specific functional areas (budget, general administration, word processing, archives and committee administration) and, controlling the operational dimensions and outcomes ensuring that the Sections priorities administrative are adequately addressed and attended to and, key functional areas are aligned towards sustaining and improving the efficiencies of Administration processes.

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/careeroportunities.

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 wi

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: DEC 13 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, Designated groups identified on each advertised position are encouraged to apply.

Circulated Date: DEC 772 2024

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

MRS. MN. NGCOBO

ATE: