



MSUNDUZI MUNICIPALITY

INTERNAL/ EXTERNAL ADVERTISEMENT

Vacancy Circular No. 39/2025



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).

INFRASTRUCTURE SERVICES

SENIOR PROJECT MANAGER (ISF070008)

Ref No: ISF44/25

Duration of Employment

Permanent

Place of Work

Project Management Office

EE Plan Preferred Designated Group/s

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

Basic Salary

R 644 442,20 – R 836 539,17 p.a. (T15)

Minimum Qualifications/ Requirements

- Matric/Grade 12 Certificate.
- B - Tech / B. Sc Degree in Project Management – NQF Level 7.
- Registration as a Professional Project Manager (PMP) will be an added advantage.
- Computer Literacy – Office Applications,
- Valid Code B Drivers Licence.
- 3 Years post qualification experience in Project Management.

Key Performance Requirements

- Implement the key performance areas and outcomes of the Project Management Unit through participation in the alignment of broader departmental and sector objectives to governments 'Expanded Public Works Programme' (EPWP) initiative, providing appropriate guidance in terms of project and programme management of the Municipal Infrastructure Grant (MIG) funded intervention and, monitoring, evaluating and communicating deliverables, constraints and actions necessary to ensure the vision of accelerating the social and economic status of poor communities through participation and involvement in their own development is realized.

Additional KPA

- Manage project management processes associated with the scoping, resourcing, implementation, monitoring and communication phases of projects.
- Manages processes associated with the preparation of contracts and resolves conflicts and /or defends actions.
- Evaluate Project Performance
- Interacts internally and externally disseminating technical and professional information with recommendations, solutions and alternatives on current projects and completed works.
- Prepares and monitors projects budget.
- Reporting and documentation.
- Resource allocation.
- Team Management and coaching.
- Risk Assessment.
- Process Improvements.

CHIEF TECHNOLOGIST (REHABILITATION & PROGRAMMES) (ISF250059)

Ref No: ISF44/25

Duration of Employment

Permanent

Place of Work

Roads Rehabilitation & Programmes

EE Plan Preferred Designated Group/s

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

Basic Salary

R 644 442,20 – R 836 539,17 p.a. (T15)

Minimum Qualifications/ Requirements

- Matric/Grade 12 Certificate.
- B - Tech / B. Sc Degree in Civil 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.
- 5 Years post registration experience.

Key Performance Requirements

- Coordinate and perform tasks/ activities associated with the quality control and monitoring of infrastructure projects during the various stages of construction, generating reports detailing the status of the programme/

projects, and certifying payments and/or recommending cancellation of contract/s due to poor workmanship.

SENIOR ENGINEER (ISF250571)

Ref No: ISF45/25

Duration of Employment

Permanent

Place of Work

Design and Project Implementation

EE Plan Preferred Designated Group/s

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

Basic Salary

R 644 442,20 – R 836 539,17 p.a. (T15)

Minimum Qualifications/ Requirements

- Matric/Grade 12 Certificate.
- B-Tech / B.Sc Degree in Civil Engineering specialising in Transportation or equivalent - NQF Level 7.
- Registered as a Professional Engineer/ Professional Techologist with the Engineering Council of South Africa.
- Computer Literacy - Office Applications.
- Valid Code B Driver's Licence.
- 5 Years relevant post registration experience.

Key Performance Requirements

- Manage the planning, implementation, monitoring, evaluation and reporting sequences of the transportation/ roads process associated with the planning of a safe, reliable and cost-effective system designed to accomplish key service delivery objectives with respect to Roads and Transportation Operations, coordination of operations associated with the identification and solving of transportation problems through prompt and efficient execution of planning sequences and applications. (This must relate to implementation and evaluation of quality monitoring in roads and storm-water drainage projects against approved specification. i.e. if the project is implemented to the set specification and desired the quality outcome).

PROJECT COORDINATOR (ISF070016)

Ref No: ISF46/25

Duration of Employment

Permanent

Place of Work

Project Management Office

EE Plan Preferred Designated Group/s

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

Basic Salary

R 373 502,38 – R 484 829,02 p.a. (T11)

Minimum Qualifications/ Requirements

- Matric/Grade 12 Certificate.
- B - Tech / B. Degree in Public Administration / Public Management or equivalent - NQF Level 7.
- Knowledge in Project Management.
- Computer Literacy – Office Applications.
- 3 years relevant experience.

Key Performance Requirements

- Perform tasks associated with programme project co-ordination and administration to meet National, Provincial and Council administrative and financial requirements in respect of MIG/OGF/CNL/EPWP project.

Additional KPA

- Support planning and coordination of a program and its activities.
- Ensure implementation of policies and practices.
- Maintain budget and track expenditures/ transactions.
- Manage communications with the user departments and the funders.
- Help build positive relations within the team and external parties.
- Schedule and orginise meetings/ events and maintain agenda.
- Prepare requisitions, purchase orders.
- Process all invoices for payments.
- Keep updated records and create reports or proposals.
- Ensure that MECS and other reports are submitted monthly.
- Monthly reporting on MIG-MIS and EPWP system.

TECHNICIAN (ISF250033)

Ref No: ISF46/25

Duration of Employment

Permanent

Place of Work

Road Safety

EE Plan Preferred Designated Group/s

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

Basic Salary

R 373 502,38 – R 484 829,02 p.a. (T11)

Minimum Qualifications/ Requirements

- Matric/Grade 12 Certificate.
- National Diploma in Civil Engineering specialising in Transportation or equivalent - NQF Level 6.

- Registration as a Candidate Technician with the Engineering Council of South Africa within 3 months of employment.
- Computer Literacy - Office Applications.
- Code B Driver's Licence.
- 1 Year relevant experience.

Key Performance Requirements

- Perform Technical tasks associated with the operation of Road- Transportation Planning to provide an effective service by designing direction signs and layouts/ timings, inspect building plans, maintain existing signals, attend traffic calming matters, attend to complaints and applications associated with the provision of support, advice and guidance, preparing contractual documentation and monitoring implementation and execution and, disseminating technical project/ contract information internally and/ or externally ensuring through creative and specialized applications accurate specifications can be established to support project planning and execution of discussions and decision making processes.

TECHNICIAN (ISF250036)

Ref No: ISF46/25

Duration of Employment

Permanent

Place of Work

Public Transport

EE Plan Preferred Designated Group/s

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

Basic Salary

R 373 502,38 – R 484 829,02 p.a. (T11)

Minimum Qualifications/ Requirements

- Matric/Grade 12 Certificate.
- National Diploma in Civil Engineering specialising in Transportation or equivalent - NQF Level 6.
- Registration as a Candidate Technician with the Engineering Council of South Africa within 3 months of employment.
- Computer Literacy - Office Applications.
- Code B Driver's Licence.
- 1 Year relevant experience.

Key Performance Requirements

- Implement outcomes associated with Public Transportation Systems Planning, in relation to the Strategic Transportation Planning and Systems; Conceptual Planning, Design and Infrastructure Development, executing operational plans and monitoring outcomes and, attending to processes aimed at ensuring compliance through guidance and advice,

planning and analysis in order to ensure objectives and established outcomes are accomplished in accordance with the Public Transport Plan, the Integrated Rapid Public Transport Network Plan and in compliance with the National Land Transport Act (2009).

TECHNICIAN (ISF250073)

Ref No: ISF47/25

Duration of Employment

Permanent

Place of Work

Roads Rehabilitation & Programmes

EE Plan Preferred Designated Group/s

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

Basic Salary

R 373 502,38 – R 484 829,02 p.a. (T11)

Minimum Qualifications/ Requirements

- Matric/Grade 12 Certificate.
- National Diploma in Civil Engineering specialising in Transportation or equivalent - NQF Level 6.
- Registration as a Candidate Technician with the Engineering Council of South Africa within 3 months of employment.
- Computer Literacy - Office Applications.
- Code B Driver's Licence.
- 1 Year relevant experience.

Key Performance Requirements

- Apply key technical procedures and applications associated with Transportation Planning functions, relating to the integration between Transport/ Roads Planning and Land- Use Planning and implementation, 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 agreed terms, specifications, costs and standards of quality.

CHARGEHAND (ISF260554)

Ref No: ISF48/25

Duration of Employment

Permanent

Place of Work

Operations / Maintenance

EE Plan Preferred Designated Group/s

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

Basic Salary

R 373 502,38 – R 484 829,02 p.a. (T11)

Minimum Qualifications/ Requirements



- Trade Certificate in Bricklaying – NQF level 4.
- Valid Code EC Driver's Licence with PrDP.
- 5 years relevant post Trade Test Certificate experience.

Key Performance Requirements

- Perform tasks/ activities associated with monitoring and reporting on the progress and execution of specific activities associated with New Works, Reactive Maintenance, Planned Maintenance and Water Loss, transportation of material/ equipment and personnel to/ from work sites, operating heavy and/ or specialized vehicles and general work at sites.

PLANS EXAMINER (ISF250068)

Ref No: ISF49/25

Duration of Employment

Permanent

Place of Work

Roads and Stormwater

EE Plan Preferred Designated Group/s

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

Basic Salary

R 316 393,22 – R 410 689,19 p.a. (T10)

Minimum Qualifications/ Requirements

- Matric / Grade 12 with Mathematics - NQF Level 4.
- Computer Literacy - Office Applications.
- Valid Code B Driver's Licence.
- 4 Years Draughtsmanship experience.

Key Performance Requirements

- Coordinate and control sequences associated with monitoring compliance with standards, procedures, regulations and specifications encompassed in the Roads Programming and Design Section with regards to the submission of plans for approval, examining plans for defects/ problems, etc, preparing and presenting investigational and qualitative reports, processing/ approving specific transactional works documentation and interacting and architects/ draughtsman on information and procedures to be followed for submission of plans.

ARTISAN (PLUMBER/ FITTER) (ISF260048)

Ref No: ISF50/25

Duration of Employment

Permanent

Place of Work

Connections and Restrictions

EE Plan Preferred Designated Group/s

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

Basic Salary

R 316 393,22 – R 410 689,19 p.a. (T10)

Minimum Qualifications/ Requirements

- Trade Certificate in Plumbing or Fitting - NQF Level 4.
- Valid Code B Driver's Licence.
- 2 years relevant post Trade Test Certificate 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, reactive maintenance, water losses and planned maintenance, 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 and to ensure downtime and disruptions are minimized, contributing positively towards sustaining acceptable service delivery standards.

ARTISAN (PLUMBER/ FITTER) X3

(ISF260176/178/179)

Ref No: ISF51/25

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

R 316 393,22 – R 410 689,19 p.a. (T10)

Minimum Qualifications/ Requirements

- Trade Certificate in Plumbing or Fitting - NQF Level 4.
- Valid Code B Driver's Licence.
- 2 years relevant post Trade Test Certificate 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, reactive maintenance, water losses and planned maintenance, 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 and to ensure downtime and disruptions are minimized,

contributing positively towards sustaining acceptable service delivery standards.

ARTISAN (PLUMBER/ FITTER) (ISF260263)

Ref No: ISF52/25

Duration of Employment

Permanent

Place of Work

Water Loss

EE Plan Preferred Designated Group/s

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

Basic Salary

R 316 393,22 – R 410 689,19 p.a. (T10)

Minimum Qualifications/ Requirements

- Trade Certificate in Plumbing or Fitting - NQF Level 4.
- Valid Code B Driver's Licence.
- 2 Years relevant post trade test Certificate 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, reactive maintenance, water losses and planned maintenance, 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 and to ensure downtime and disruptions are minimized, contributing positively towards sustaining acceptable service delivery standards.

ARTISAN (BRICKLAYER) (ISF260301)

Ref No: ISF53/25

Duration of Employment

Permanent

Place of Work

Planned Maintenance

EE Plan Preferred Designated Group/s

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

Basic Salary

R 316 393,22 – R 410 689,19 p.a. (T10)

Minimum Qualifications/ Requirements

- Trade Certificate in Bricklaying or equivalent- NQF Level 4.
- Valid Code C1 Driver's Licence with PrDP.
- 2 years relevant post Trade Test Certificate experience.

Key Performance Requirements

- Coordinate and control the set-up, work in progress and completion of specialized tasks activities associated with the construction, maintenance and repair to faulty or damaged sanitation infrastructure including manholes chambers, gabion protection at crossings, etc., 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.

ARTISAN (FITTER AND TURNER) (ISF260367)

Ref No: ISF54/25

Duration of Employment

Permanent

Place of Work

Vulindlela

EE Plan Preferred Designated Group/s

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

Basic Salary

R 316 393,22 – R 410 689,19 p.a. (T10)

Minimum Qualifications/ Requirements

- Trade Certificate in Fitter and Turner/ Fitting - NQF Level 4.
- Valid Code B Driver's Licence.
- 2 years relevant post Trade Test Certificate experience.

Key Performance Requirements

- Perform specific general mechanical maintenance and repair activities at Pump Stations, Break Pressure Tanks and Reservoirs executing instructions and guidelines associated with the removal and replacement of components, control valves, etc and casings, dismantling and assembly and/or installation and lubrication of movable parts and components in order to ensure optimum operating functionality levels is maintained.

ARTISAN (PLUMBER/ FITTER) X2 (ISF260371/372)

Ref No: ISF55/25

Duration of Employment

Permanent

Place of Work

Vulindlela

EE Plan Preferred Designated Group/s

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

Basic Salary

R 316 393,22 – R 410 689,19 p.a. (T10)

Minimum Qualifications/ Requirements



- Trade Certificate in Plumbing or Fitting - NQF Level 4.
- Valid Code B Driver's Licence.
- 2 years relevant post Trade Test Certificate 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, reactive maintenance, water losses and planned maintenance, 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 and to ensure downtime and disruptions are minimized, contributing positively towards sustaining acceptable service delivery standards.

ARTISAN (BRICKLAYER) X2
(ISF260479/480)

Ref No: ISF56/25

Duration of Employment

Permanent

Place of Work

Capital

EE Plan Preferred Designated Group/s

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

Basic Salary

R 316 393,22 – R 410 689,19 p.a. (T10)

Minimum Qualifications/ Requirements

- Trade Certificate in Bricklaying or equivalent - NQF Level 4.
- Valid Code C1 Driver's Licence with PrDP.
- 2 years relevant post Trade Test Certificate experience.

Key Performance Requirements

- Coordinate and control the set-up, work in progress and completion of specialized tasks activities associated with the construction, maintenance and repair to faulty or damaged sanitation infrastructure including manholes chambers, gabion protection at crossings, etc., 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.

DRIVER/ SUPERVISOR: ROAD MARKERS
(ISF250156)

Ref No: ISF57/25

Duration of Employment

Permanent

Place of Work

Road Signs and Road Marking

EE Plan Preferred Designated Group/s

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

Basic Salary

R 221 688,67 – R 287 736,59 p.a. (T07)

Minimum Qualifications/ Requirements

- Grade 11 - NQF Level 3 or Equivalent.
- Valid Code C1 Driver's Licence. PrDP.
- Will be required to obtain Certification in Basic First Aid within 6 months of being employed.
- 12 months relevant experience.

Key Performance Requirements

- Perform tasks/ activities associated with monitoring and reporting on the progress and execution of specific road traffic markings in terms of the South African Road Traffic Signs Manual, and aligns and assigns general maintenance/ new works, transportation of material/ equipment and personnel to/ from work sites and operating heavy vehicles.

DRIVER/ SUPERVISOR: ROAD SIGNS
(ISF250158)

Ref No: ISF58/25

Duration of Employment

Permanent

Place of Work

Road Signs and Road Marking

EE Plan Preferred Designated Group/s

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

Basic Salary

R 221 688,67 – R 287 736,59 p.a. (T07)

Minimum Qualifications/ Requirements

- Grade 11 - NQF Level 3 or Equivalent.
- Valid Code C1 Driver's Licence. PrDP.
- Will be required to obtain Certification in Basic First Aid within 6 months of being employed.
- 12 months relevant experience.

Key Performance Requirements

- Perform tasks/ activities associated with monitoring and reporting on the progress and execution of specific road traffic markings in terms of the South African Road Traffic Signs Manual, and aligns and assigns general maintenance/ new works, transportation of material/ equipment and personnel to/ from work sites and operating heavy vehicles.

DRIVER/ SUPERVISOR
(ISF260385)

Ref No: ISF59/25

Duration of Employment

Permanent

Place of Work

Vulindlela

EE Plan Preferred Designated Group/s

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

Basic Salary

R 221 688,67 – R 287 736,59 p.a. (T07)

Minimum Qualifications/ Requirements

- Matric / Grade 12 - NQF Level 4.
- Valid Code C1 Driver's Licence with PrDP.
- Computer literacy - Office Applications.
- 12 months relevant experience

Key Performance Requirements

- Perform tasks/ activities associated with monitoring and reporting on the progress and execution of all activities associated with Water & Sanitation, New Works, Reactive Maintenance e.g. backfilling across all maintenance, maintenance work, transportation of material/ equipment and personnel to/ from work sites, operating heavy and/ or specialized vehicles and general work at sites. Controls the set-up, work in progress and completion of tasks/ activities associated with the installation/ replacement of faulty or damaged Water Meters/repairs to water infrastructure, 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.

SMALL PLANT OPERATOR

(ISF250422)

Ref No: ISF60/25

Duration of Employment

Permanent

Place of Work

Roads and Stormwater: GE and Vulindlela

EE Plan Preferred Designated Group/s

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

Basic Salary

R 141 974,63 – R 183 362,57 p.a. (T04)

Minimum Qualifications/ Requirements

- Grade 10 - NQF Level 2 or Equivalent.
- Code C1 driving license with PrDP
- Certification of competency in the operation of a Plant.
- 1 Month relevant experience.

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.

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.



Key Performance Requirements

- Perform tasks/ activities associated with general maintenance and repair work to roads, storm water and drainage systems

2026 -01- 07

Closing Date: _____ 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: 1 DEC 24 2025

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

MR. SE. MNDEBELE

DATE: 22 12 2025