



INTERNAL/EXTERNAL JOB FORUM

Our policy is to provide equal employment opportunities to all qualified persons without regard to race, religious belief, age, national origin, marital status, physical disability, HIV status, gender, social origin, culture, political opinion, conscience and sexual orientation. People with disabilities are encouraged to apply.

If applying by hard copy, please ensure that you have submitted a complete CV with updated information related to your employment, qualification(s) and contact details, and have attached certified copies of all relevant qualifications and documents (Gr 12 certificate, ID, tertiary diploma or degree, driver's licence, trade diploma, etc).

If a candidate does not comply with the appointment requirement(s) of a specific post, the application will not be considered.

No late applications will be accepted and no faxed or emailed applications will be accepted. Hard copy applications must be delivered by hand to any of the regional offices noted underneath, or applicants must apply online on the City of Tshwane's e-Recruitment system.

If you do not receive correspondence from our office within 21 days of the application closing date, please consider your application unsuccessful.

Applicants should note that they can be required to provide proof of original qualification documents during the selection process.

Information on the latest jobs can be accessed at any of the regional customer care centres or at the following link on the public website under "Services" and then "Job Forum":

<http://www.tshwane.gov.za/sites/Departments/Corporate%20and%20Shared%20Services/Pages/Job-Forum.aspx>

**APPLY ONLINE BY VISITING THE CITY OF TSHWANE PUBLIC WEBSITE AND
CLICKING THE "SERVICES" LINK AND THEN E-RECRUITMENT**

(internal candidates can apply through the intranet ESS-MSS portal or public website)

OR VISIT ONE OF THE FOLLOWING:

General enquiries: LJ Moleli (012 358 4346)		Region 3 One-Stop Centre (1 st Floor), Bothongo Plaza West Building, 271 Francis Baard Street, Pretoria Central Enquiries: C Diale (012 358 8323)
Region 1 Room B1, Akasia Municipal Offices, 16 Dale Avenue, Akasia Enquiries: B Tau (012 358 8857)	Region 2 Temba Municipal Offices, 4244 Molefe Makinta Street, Temba Enquiries: A Tsoai (012 358 4113)	Region 4 Room 10, Block G, Centurion Municipal Complex, cnr Basden Avenue and Rabie Street, Lyttelton Enquiries: M Hendricks (012 358 4971)
Region 5 Rayton Municipal Offices, cnr Oakley and Montrose Street, Rayton Enquiries: L Ncube (012 358 7040)	Region 6 Room 59, Waltloo Electricity Depot, 1 Mundt Street, Waltloo Enquiries: L Crofford (012 358 1358)	Region 7 Muniforum Building, cnr General Louis Botha and Market Street, Bronkhorstspuit Enquiries: S Machaba (012 358 6192)

CLOSING DATE: 24 JUNE 2019

Please note that One-Stop Centre will close for applications on this day at 12:00, but online applications will close at midnight.

Administration	IT	Managerial	Political	Professional	Safety, Sec and EMS
Secretarial		Semi-skilled labour	Support services	Technical	Unskilled labour

DEPARTMENT: REGIONAL OPERATIONS AND COORDINATION

Division: Regional Operations Region 6

Section: Roads and Transport

Location: Mamelodi West Depot

Reference number **SDTM941-6-2019**

Position **ARTISAN (ROAD BUILDER/MASON) (3 POSTS)**

To be advertised	Internal	External
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This position seeks to attract	African female	African male	Coloured female	Coloured male	Indian female
	Indian male	White female	White male	Person with disability	All categories

Job level C1/2

Scale R229 020,00 – R320 952,00 per annum

Estimated remuneration package R291 499,71 – R408 511,98 per annum

Job purpose To provide a physical support service in supervising and organising an operational team in the execution of operations maintenance, road-building work and storm water maintenance by ensuring that all day-to-day operational tasks are executed effectively and cost-efficiently.

Appointment requirements

- Trade certificate as qualified Bricklayer/Mason (red seal) OR trained construction road maker
- At least five years' relevant experience in the maintenance of roads and storm water systems
- Valid Code C1/EC1 driver's licence with a valid PrDP
- Physical fitness and health
- An OHS representative course will be an added advantage
- Must be willing to work shifts**
- Must be willing to work overtime and standby when required**

Personal attributes and/or competencies Ability to understand and analyse technical drawings; ability to understand and implement technical working methods; competent in operating all road construction machinery; good interpersonal skills; leadership skills; willingness to work in areas where criminal elements or road vehicle traffic is a threat

Primary functions

- Repair, rebuild and maintain storm water structures, pavements, channels and storm water pipes
- Execute concrete work by preparing and casting according to drawings
- Lay pipes according to drawings and specifications
- Inspect contractors working on-site
- Supervise the operations team and assign duties
- Organise equipment and material for the execution of tasks
- Handle vehicles and equipment

Ensure the safety of staff on-site by enforcing OHS standards

SAP

To be determined

New/natural attrition

New

Enquiries

L Havenga (012 358 5313)/L Crofford (012 358 1358)

Administration	IT	Managerial	Political	Professional	Safety, Sec and EMS
Secretarial		Semi-skilled labour	Support services	Technical	Unskilled labour

DEPARTMENT: REGIONAL OPERATIONS AND COORDINATION

Division: Regional Operations

Section: Water Distribution

Location: All regions

Reference number SDTM942-A-2019

Position ARTISAN (PLUMBER) (12 POSTS)

To be advertised

Internal	External
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This position seeks to attract

African female	African male	Coloured female	Coloured male	Indian female
Indian male	White female	White male	Person with disability	All categories

Job level C1/2

Scale R229 020,00 – R320 952,00 per annum

Estimated remuneration package R291 499,71 – R408 511,98 per annum

Job purpose To operate and maintain municipal water networks.

Appointment requirements

- Trade certificate as qualified Plumber (red seal)
- At least five years' relevant experience in the operations and maintenance of municipal water networks
- Valid Code C1/EC1 driver's licence with a valid PrDP
- Physical fitness and health
- An OHS representative course will be an added advantage
- Must be willing to work shifts**
- Must be willing to work overtime and standby when required**

Personal attributes and/or competencies

Ability to understand and analyse technical drawings; ability to understand and implement technical working methods; competent in operating all road construction machinery; good interpersonal skills; leadership skills; willingness to work in areas where criminal elements or road vehicle traffic is a threat

Primary functions

- Repairing and maintaining all components of the water network, such as pipelines, water meters, valves, air valves and fire hydrants
- Upgrading the water network to ensure the proper functioning of the water reticulation system
- Attending to pressure-related complaints in order to ensure that consumers have sufficient water available to carry out their daily activities
- Undertaking general responsibilities, such as completing timesheets and leave forms, ensuring compliance to the OHS Act and attending to the team's personnel issues
- Controlling the performance of subordinates

SAP To be determined

New/natural attrition Natural attrition

Enquiries S Mabase (012 358 1937)

Administration	IT	Managerial	Political	Professional	Safety, Sec and EMS
Secretarial		Semi-skilled labour	Support services	Technical	Unskilled labour

DEPARTMENT: REGIONAL OPERATIONS AND COORDINATION

Division: Regional Operations

Section: Energy and Electricity

Location: All regions

Reference number	SDTM943-A-2019														
Position	ARTISAN (ELECTRICIAN) (19 POSTS)														
To be advertised	<table><tr><th colspan="2">Internal</th><th colspan="3">External</th></tr></table>					Internal		External							
Internal		External													
This position seeks to attract	<table><tr><td>African female</td><td>African male</td><td>Coloured female</td><td>Coloured male</td><td>Indian female</td></tr><tr><td>Indian male</td><td>White female</td><td>White male</td><td>Person with disability</td><td>All categories</td></tr></table>					African female	African male	Coloured female	Coloured male	Indian female	Indian male	White female	White male	Person with disability	All categories
African female	African male	Coloured female	Coloured male	Indian female											
Indian male	White female	White male	Person with disability	All categories											
Job level	C1/2														
Scale	R229 020,00 – R320 952,00 per annum														
Estimated remuneration package	R291 499,71 – R408 511,98 per annum														
Job purpose	To execute projects (operations) in an effective way by keeping to set targets pertaining to time, cost, resources and standards for each project and adhering to the OHS Act.														
Appointment requirements	Trade certificate as Electrician (red seal) Relevant experience with electricity network distribution in a local government environment LV and MV cable joining certificate will be an added advantage A valid Code EC1/C1 driver’s licence with valid PDP Physical fitness and health Must be willing to work shifts, overtime and standby when required														
Personal attributes and/or competencies	Good interpersonal and communication skills; ability to work under pressure; ability to complete tasks in short time frames with accuracy and attention to detail														
Primary functions	Executing instructions received from the supervisor for maintaining all tasks/duties relating to the electrical distribution network to ensure safe and reliable service delivery Executing instructions received from the supervisor for all related tasks/duties regarding projects for the electrical distribution network to ensure that set target dates are met Maintaining all tools and equipment to ensure continuous and safe operations on-site Adhering to the OHS Act Executing tasks or duties on a rotation basis between various operational teams to enhance multi-skilling														
SAP	To de determined														
New/natural attrition	New														
Enquiries	T Tompa (012 358 4117)														

Administration	IT	Managerial	Political	Professional	Safety, Sec and EMS
Secretarial		Semi-skilled labour	Support services	Technical	Unskilled labour

DEPARTMENT: REGIONAL OPERATIONS AND COORDINATION

Division: Regional Operations

Section: Waste Water Collection

Location: All regions

Reference number	SDTM944-A-2019				
Position	DEPUTY DIRECTOR: WASTE WATER COLLECTION (2 POSTS)				
To be advertised	InternalExternal				
This position seeks to attract	African female Indian male	African male White female	Coloured female White male	Coloured male Person with disability	Indian female All categories
Job level	E1				
Scale	R551 508,00 – R730 248,00 per annum				
Estimated remuneration package	R841 059,34 – R1 068 561,99 per annum				
Job purpose	To manage, oversee, coordinate, control and plan all functions required to operate and maintain the existing municipal waste water collection infrastructure in the regions.				
Appointment requirements	BEng or appropriate equivalent qualification in Civil Engineering Registered or able to register as Professional Engineer or Professional Technologist Relevant experience in the operations, maintenance and construction of municipal sewer networks and pump stations Managerial/supervisory experience Physical fitness and health Valid Code B driver’s licence Computer literacy Availability to work after hours and weekends, if required				
Personal attributes and/or competencies	Good management skills; analytical thinking skills; ability to be self-motivated; problem-solving skills; negotiating skills; leadership skills; ability to work independently; decision-making skills; integrity; intelligence; patience; innovative thinking skills; flexibility; willingness to accept responsibility; ability to pay attention to detail; good people management skills; credibility and ability to build commitments for customer satisfaction; ability to work as part of a team; good communication skills (verbal and written)				
Primary functions	Managing waste water collection (sewerage) operations and maintenance in Region 3 to ensure the effective execution of all required tasks, including: <ul style="list-style-type: none">Operational management and controlPersonnel managementIndustrial relationsInformation managementFinancial management				

- Occupational health and safety
- Logistical management
- General support and client service

SAP S70026246

**New/natural
attrition** New

Enquiries GS Mnguni (012 358 4243)

Administration	IT	Managerial	Political	Professional	Safety, Sec and EMS
Secretarial		Semi-skilled labour	Support services	Technical	Unskilled labour

DEPARTMENT: REGIONAL OPERATIONS AND COORDINATION

Division: Regional Technical Operations Coordination

Section: Roads and Storm Water Infrastructure Maintenance Management

Location: Bon Accord Quarry

Reference number	SDTM945-2019														
Position	ARTISAN (ELECTRICIAN)														
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Job level	C1/2														
Scale	R229 020,00 – R320 952,00 per annum														
Estimated remuneration package	R291 499,71 – R408 511,98 per annum														
Job purpose	<p>To function as physical support service to teams executing electrical work, single and three phase current work, electronic maintenance and work required for the operation of the crusher and asphalt plant at the quarry.</p> <p>To be in charge of executing daily workshop tasks and functioning as a first level supervisor.</p>														
Appointment requirements	<p>N3 or equivalent qualification</p> <p>Trade certificate as Electrician</p> <p>Relevant experience in electrical fault finding and electrical maintenance (single and three phase current)</p> <p>Valid Code C1 driver’s licence with a valid PrDP</p> <p>Physical fitness and health</p> <p>An OHS representative course will be an added advantage</p> <p>Must be willing to work shifts and, when required, to work overtime and standby</p>														
Personal attributes and/or competencies	<p>Good communication and interpersonal skills; project planning skills; leadership skills; assertiveness; decisiveness; ability to work as part of a team</p>														
Primary functions	<p>Functioning as physical support service to teams executing electrical work, single and three phase current work, electronic maintenance and work required for the operation of the crusher and asphalt plant at the quarry</p> <p>Being in charge of executing daily workshop tasks</p> <p>Functioning as a first level supervisor</p>														
SAP	S70020207														
New/natural attrition	Natural attrition														
Enquiries	T Botha (012 358 9576)														

Administration	IT	Managerial	Political	Professional	Safety, Sec and EMS
Secretarial		Semi-skilled labour	Support services	Technical	Unskilled labour

DEPARTMENT: REGIONAL OPERATIONS AND COORDINATION

Division: Regional Technical Operations Coordination

Section: Roads and Storm Water Infrastructure Maintenance Management

Location: Bon Accord Quarry

Reference number	SDTM946-2019														
Position	ARTISAN (WELDER)														
To be advertised	<table><tr><th>Internal</th><th colspan="4">External</th></tr></table>					Internal	External								
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African female	African male	Coloured female	Coloured male	Indian female											
Indian male	White female	White male	Person with disability	All categories											
Job level	C1/2														
Scale	R229 020,00 – R320 952,00 per annum														
Estimated remuneration package	R291 499,71 – R408 511,98 per annum														
Job purpose	To function as physical support service to teams executing maintenance and road-building work for the construction of roads, storm water and related services. To be in charge of executing daily workshop tasks and functioning as a first level supervisor.														
Appointment requirements	N3 or equivalent qualification Trade certificate as Welder At least three years’ relevant experience in general welding on different metals Valid Code C1 driver’s licence with a valid PrDP Physical fitness and health Must be willing to work shifts and, when required, to work overtime and standby														
Personal attributes and/or competencies	Good communication and interpersonal skills; project planning skills; leadership skills; assertiveness; decisiveness; ability to work as part of a team														
Primary functions	Ensuring general maintenance and repairs Supervising the workshop Planning tasks Handling vehicles and equipment														
SAP	S70019895														
New/natural attrition	Natural attrition														
Enquiries	A Komote (012 358 0612)														

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