



## 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. Persons with disabilities are encouraged to apply. The City of Tshwane is committed to employment equity. Preference may be given to appointable applicants from the underrepresented designated groups in terms of the City of Tshwane Employment Equity Plan. The City retains the right not to make an appointment and to verify all information provided by candidates.

Applicants should note that they will be required to provide proof of their qualifications or any other relevant documents (certified copies or original documents) during the selection process. Appointments will be subject to the positive verification of qualifications (from Grade 12 upwards). Any misrepresentation of qualifications or information on the application of an applicant, failure to present proof of claimed qualifications or fraudulent qualifications will disqualify a candidate for appointment. If it is an internal candidate, they may be disciplined for misconduct.

The online system closes at midnight on the closing date and no late applications can be accepted. If you do not receive correspondence from our office within 21 days of the application's closing date, please consider your application unsuccessful.

The City of Tshwane seeks to fill the positions as indicated in this job forum on a permanent basis.

The complete job forum can be accessed by visiting the City of Tshwane public website (<https://www.tshwane.gov.za>) and clicking on *DOCUMENTS* and then on *Job Forums* or alternatively clicking on *Notice board* or on *Quick Links*.

**Please apply online by visiting the City of Tshwane public website and clicking the *e-Recruitment* link (not to be confused with *e-Tshwane*) located under both the *E-SERVICES* and the *CAREERS* links.**

**Closing date: 21 November 2025**  
(Online applications will close at midnight.)

General enquiries: LJ Moleli (012 358 4346)  
Recruitment Centre  
Upper Ground Level, Middestad Building  
252 Thabo Sehume Street  
Pretoria CBD

If you have trouble registering your profile or applying for these positions, send an email with a detailed description of the error or problem to [erecruithelp@tshwane.gov.za](mailto:erecruithelp@tshwane.gov.za). Do not submit your application here – it will not be accepted.

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

**DEPARTMENT: REGIONAL OPERATIONS AND COORDINATION**

**Division: Regional Operations: Region 5**

**Section: Community Services: Parks, Horticulture and Cemetery Services**

**Location: Rayton – Cemeteries (1 post), Parks and Horticultural Services (1 post)**

<b>Reference number</b>	<b>SDTM1305-5-2025</b>				
<b>Position</b>	<b>GENERAL WORKER (2 POSTS)</b>				
<b>To be advertised</b>	<b>Internal</b>		<b>External</b>		
<b>This position seeks to attract</b>	African female	African male	Coloured female	Coloured male	Indian female
	Indian male	White female	White male		
<b>Job level</b>	T1				
<b>Scale</b>	R159 936,00 – R186 936,00 per annum				
<b>Estimated remuneration package</b>	R236 535,00 – R270 901,00 per annum				
<b>Job purpose</b>	To do general maintenance work on developed and undeveloped open spaces, natural resources and facilities to improve the quality of the environment				
<b>Appointment requirements</b>	Ability to perform duties Basic literacy Relevant knowledge and experience in general horticultural services will be an added advantage Physical fitness and health with no back problems Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost <b>Willingness and ability to work shifts, standby and overtime on request</b>				
<b>Personal attributes and/or competencies</b>	Physical health, fitness and a strong physique; willingness to accept responsibility; ability to implement and uphold routine; ability to pay attention to detail; good communication skills; good interpersonal skills; ability to show initiative; flexibility and adaptability; ability to work under pressure; being self-motivated; being hard-working; being punctual, responsible, accountable and reliable; having a basic understanding of pool maintenance				
<b>Primary functions</b>	Conduct general maintenance work at all public open spaces and facilities Perform general tasks in the development of new facilities and the upgrading of existing facilities Render general logistical support Comply with the Occupational Health and Safety Act, 1993 (Act 85 of 1993)				
<b>SAP</b>	S70028036; S70028138				
<b>New/natural attrition</b>	Natural attrition				
<b>Enquiries</b>	L Ncube (012 358 7040)				

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

**DEPARTMENT: REGIONAL OPERATIONS AND COORDINATION**

**Division: Regional Operations: Region 5**

**Section: Community Services: Parks, Horticulture and Cemetery Services**

**Location: Rayton**

**Reference number**     **SDTM1269-5-2025**

**Position**                     **DEPUTY DIRECTOR: PARKS, HORTICULTURE AND CEMETERY SERVICES**

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

**Job level**                     T17

**Scale**                         R791 352,00 – R1 099 056,00 per annum

**Estimated remuneration package**     R1 178 103,00 – R1 569 752,00 per annum

**Job purpose**                To manage, oversee, coordinate, control and plan all parks, horticulture and cemetery services in Region 5

**Appointment requirements**     An appropriate three-year career-related tertiary qualification (national diploma or degree) in Horticulture  
 At least eight years' relevant experience in a horticultural environment  
 Supervisory experience will be an added advantage  
 A valid Code B driving licence  
 Computer literacy  
 Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost

**Personal attributes and/or competencies**     Integrity; intelligence; patience; innovative thinking skills; being energetic; having imagination; flexibility; decisiveness; ability to pay attention to detail; negotiating skills; business acumen; leadership skills; project management skills; communication skills; analytical thinking skills; organisational skills; advanced linguistic proficiency; ability to do presentations

**Primary functions**            Ensure a climate conducive to promoting and sustaining motivational levels, productivity and performance by directing and controlling outcomes associated with the use, productivity and performance of personnel within the section  
 Monitor and control the section budget so that income and expenditure are in line with Council requirements  
 Coordinate the activities of the section by setting up appropriate communication and administrative systems  
 Link the section with the division weekly as a whole by participating in divisional plans, monitoring and evaluation processes, compiling monthly reports, norms and standards, and compiling and reporting on the scorecard  
 Establish, incorporate, manage, control and regulate cemeteries and the crematorium  
 Provide and maintain decorative parks and play parks

Conduct horticultural maintenance of traffic islands, boulevards, squares, sport facilities, cemeteries, crematoria and resorts  
Monitor parks and horticultural services  
Render biodiversity and urban nature conservation operations  
Manage nature reserves, bird sanctuaries and nature areas according to the National Environmental Management: Protected Areas Act, 2003 (Act 57 of 2003)  
Render a general nature conservation operations function  
Manage the maintenance of parks, children's play equipment, traffic islands and City facilities  
Manage horticultural services, such as grass cutting, urban forestry, and garden and plant services  
Manage financial and administrative responsibilities  
Manage an effective urban forestry service  
Manage an effective occupational health and safety management system for the section

**SAP**

S70028008

**New/natural  
attrition**

Natural attrition

**Enquiries**

L Ncube (012 358 7040)

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

**DEPARTMENT: REGIONAL OPERATIONS AND COORDINATION**

**Division: Regional Operations: Region 5**

**Section: Community Services: Parks, Horticulture and Cemetery Services**

**Location: Rayton**

<b>Reference number</b>	<b>SDTM1270-5-2025</b>										
<b>Position</b>	<b>DRIVER MESSENGER</b>										
<b>To be advertised</b>	<table border="1"> <tr> <td>Internal</td> <td>External</td> </tr> </table>	Internal	External								
Internal	External										
<b>This position seeks to attract</b>	<table border="1"> <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><b>All categories</b></td> </tr> </table>	African female	African male	Coloured female	Coloured male	Indian female	Indian male	White female	White male	Person with disability	<b>All categories</b>
African female	African male	Coloured female	Coloured male	Indian female							
Indian male	White female	White male	Person with disability	<b>All categories</b>							
<b>Job level</b>	T5										
<b>Scale</b>	R203 136,00 – R282 120,00 per annum										
<b>Estimated remuneration package</b>	R291 521,00 – R392 053,00 per annum										
<b>Job purpose</b>	To provide an efficient driver messenger service to distribute and collect post, parcels, documents and articles within the region										
<b>Appointment requirements</b>	<p>Grade 10</p> <p>Relevant experience in messenger services</p> <p>A valid Code B driving licence</p> <p>Physical fitness and health with the ability to walk great distances, handle trolleys and carry documentation</p> <p>Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost</p>										
<b>Personal attributes and/or competencies</b>	Ability to pay attention to detail; interpersonal skills; having initiative; flexibility; ability to work independently; willingness to accept responsibility; honesty; patience; good driving behaviour; good communication skills; good presentation skills; good negotiation skills										
<b>Primary functions</b>	<p>Collect mailbag from the post office</p> <p>Post letters</p> <p>Perform an internal document collection and delivery service</p> <p>Distribute documents to and from relevant offices</p> <p>Deliver mail and parcels</p> <p>Assist with bulk photocopying when necessary</p> <p>Deliver and collect mail for the postal bureau</p> <p>Sort and distribute outgoing files</p> <p>Collect printing work from printing services</p> <p>Perform maintenance of the motor vehicle</p>										
<b>SAP</b>	S70028124										
<b>New/natural attrition</b>	Natural attrition										
<b>Enquiries</b>	L Ncube (012 358 7040)										

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

**DEPARTMENT: REGIONAL OPERATIONS AND COORDINATION**

**Division: Regional Operations: Region 5**

**Section: Energy and Electricity**

**Location: Rayton**

**Reference number** SDTM1271-5-2025

**Position** ADMINISTRATIVE OFFICER

<b>To be advertised</b>	Internal	External
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<b>This position seeks to attract</b>	African female Indian male	African male White female	Coloured female White male	Coloured male Person with disability	Indian female <b>All categories</b>
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**Job level** T7

**Scale** R254 808,00 – R353 892,00 per annum

**Estimated remuneration package** R357 290,00 – R483 405,00 per annum

**Job purpose** To render an administrative service for the area office

**Appointment requirements** Grade 12  
At least six months' relevant experience in an administrative support environment  
Computer literacy  
Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost

**Personal attributes and/or competencies** Being ethical; good communication skills; good general administrative skills; good interpersonal relations; ability to be a good team member; ability to pay attention to detail; ability to be professional; ability to work independently at strategic level; having integrity; ability to work under pressure; flexibility; ability to meet given deadlines; exceptional and dynamic creativity to improve the functioning of the section; organising and coordination skills

**Primary functions** Handle all documentation for enquiry and audit purposes  
Perform *ad hoc* duties to ensure continuity of administrative functions  
Handle the incoming and outgoing correspondence of the area office to ensure effective distribution of correspondence  
Maintain office machines, such as photocopiers and telephone systems, and report defects to the supervisor to ensure effective communication between various role players  
Maintain the interim archive to ensure proper record-keeping and auditing  
Maintain the stationery store to ensure the availability of stationery for personnel

**SAP** S70027959

**New/natural attrition** Natural attrition

**Enquiries** L Ncube (012 358 7040)

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

**DEPARTMENT: REGIONAL OPERATIONS AND COORDINATION**

**Division: Regional Operations: Region 5**

**Section: Water and Sanitation: Waste Water Collection**

**Location: Region 5**

**Reference number** SDTM1272-5-2025

**Position** GENERAL WORKER

**To be advertised** Internal External

**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** T1

**Scale** R159 936,00 – R186 936,00 per annum

**Estimated remuneration package** R236 535,00 – R270 901,00 per annum

**Job purpose** To render maintenance work related to sewer services and pipe maintenance

**Appointment requirements** Ability to perform duties  
Basic literacy  
Relevant experience in the general maintenance of a waste water collection network will be an added advantage  
Physical fitness and health with no back problems  
Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost  
**Willingness and ability to work shifts, standby and overtime on request**

**Personal attributes and/or competencies** Physical health, fitness and a strong physique; willingness to accept responsibility; ability to implement and uphold routine; ability to pay attention to detail; good communication skills; good interpersonal skills; showing initiative; flexibility and adaptability; ability to work under pressure; being self-motivated; being hard-working; being punctual, responsible, accountable and reliable; having a basic understanding of pool maintenance

**Primary functions** Conduct general maintenance work related to water services and pipe maintenance  
Execute any operation and maintenance-related task, as specified by the artisan  
Adhere to all occupational health and safety regulations as prescribed

**SAP** S70028369

**New/natural attrition** Natural attrition

**Enquiries** L Ncube (012 358 7040)

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

**DEPARTMENT: REGIONAL OPERATIONS AND COORDINATION**

**Division: Regional Operations: Region 3**

**Section: Energy and Electricity**

**Location: Atteridgeville (1 post); Fortsig (1 post); Prince's Park (1 post)**

<b>Reference number</b>	<b>SDTM1273-3-2025</b>				
<b>Position</b>	<b>ARTISAN ELECTRICIAN (3 POSTS)</b>				
<b>To be advertised</b>	<b>Internal</b>		<b>External</b>		
<b>This position seeks to attract</b>	African female Indian male	African male White female	Coloured female White male	Coloured male Person with disability	Indian female <b>All categories</b>
<b>Job level</b>	T10				
<b>Scale</b>	R357 972,00 – R497 184,00 per annum				
<b>Estimated remuneration package</b>	R488 598,00 – R665 789,00 per annum				
<b>Job purpose</b>	To execute projects (operations) in an effective way by keeping to the set targets of time, cost, resources and standards of each project				
<b>Appointment requirements</b>	<p>An appropriate trade certificate as Electrician (red seal)          At least two years' relevant experience in local authority electrical networks          A valid Code C1 driving licence with a valid PrDP          Physical fitness and health          Ability to do physical work related to operation and maintenance activities for continuous periods          Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost  <b>Willingness and ability to work shifts, standby and overtime</b></p>				
<b>Personal attributes and/or competencies</b>	No colour blindness; no serious physical disabilities; no back problems; interpersonal skills; ability to concentrate for prolonged periods; written and verbal communication skills; no fear of heights (acrophobia); dependability and trustworthiness; ability to understand and execute instructions of supervisor				
<b>Primary functions</b>	<p>Ensure the optimal use of resources for cost-effectiveness          Construct the electrical network to ensure effective service delivery          Maintain the existing electrical network to ensure network stability          Adhere to the Occupational Health and Safety Act, 1993 (Act 85 of 1993)</p>				
<b>SAP</b>	S70023472; S70023604; S70023716				
<b>New/natural attrition</b>	Natural attrition				
<b>Enquiries</b>	CB Diale (012 358 8323) or F Diale (012 358 6910)				

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

**DEPARTMENT: REGIONAL OPERATIONS AND COORDINATION**

**Division: Regional Operations: Region 3**

**Section: Energy and Electricity**

**Location: Prince's Park, Atteridgeville/Fortsig, Mayville**

<b>Reference number</b>	<b>SDTM1274-3-2025</b>				
<b>Position</b>	<b>ARTISAN ASSISTANT (5 POSTS)</b>				
<b>To be advertised</b>	<b>Internal</b>		<b>External</b>		
<b>This position seeks to attract</b>	African female Indian male	African male White female	Coloured female White male	Coloured male Person with disability	Indian female <b>All categories</b>
<b>Job level</b>	T2				
<b>Scale</b>	R166 800,00 – R200 832,00 per annum				
<b>Estimated remuneration package</b>	R245 272,00 – R288 588,00 per annum				
<b>Job purpose</b>	To provide support to operational team members by executing duties and instructions received from the immediate supervisor to reach the set target dates of projects (duties are only executed on the non-energised electrical distribution network)				
<b>Appointment requirements</b>	Ability to perform duties Basic literacy Relevant experience in a local authority electrical network environment will be an added advantage Physical fitness and health Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost <b>Willingness and ability to work shifts</b>				
<b>Personal attributes and/or competencies</b>	Positive attitude; good health; good communication skills; dependability and trustworthiness; ability to understand and execute the supervisor's instructions				
<b>Primary functions</b>	Execute instructions received from the supervisor to carry out all related tasks and duties regarding the electrical distribution network in order to ensure safe and reliable service delivery Execute instructions received from the supervisor for all related tasks and duties regarding projects for the electrical distribution network in order to ensure that set target dates are reached Maintain all tools and equipment to ensure continuous and safe operations on-site Adhere to the Occupational Health and Safety Act, 1993 (Act 85 of 1993) Execute tasks or duties on a rotation basis between various operations teams to enhance multiskilling				
<b>SAP</b>	S70023626; S70095575; S70023768; S70023402; S70023345				
<b>New/natural attrition</b>	Natural attrition				
<b>Enquiries</b>	CB Diale (012 358 8323) or F Diale (012 358 6910)				

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

**DEPARTMENT: REGIONAL OPERATIONS AND COORDINATION**

**Division: Regional Operations: Region 3**

**Section: Energy and Electricity**

**Location: Prince's Park, Atteridgeville/Fortsig, Mayville**

<b>Reference number</b>	<b>SDTM1275-3-2025</b>				
<b>Position</b>	<b>SPECIAL WORKMAN (4 POSTS)</b>				
<b>To be advertised</b>	<b>Internal</b>		<b>External</b>		
<b>This position seeks to attract</b>	African female	African male	Coloured female	Coloured male	Indian female
	Indian male	White female	White male		
<b>Job level</b>	T7				
<b>Scale</b>	R254 808,00 – R353 892,00 per annum				
<b>Estimated remuneration package</b>	R357 290,00 – R483 405,00 per annum				
<b>Job purpose</b>	To execute projects (operations) in an effective way by keeping to the set targets of time, cost, resources and standards of each project and adhering to the Occupational Health and Safety Act, 1993 (Act 85 of 1993) (this post only executes tasks on the non-energised electrical distribution network)				
<b>Appointment requirements</b>	Grade 10 At least six months' relevant working experience in local authority electrical networks Linesman course will be an added advantage A valid Code C1 driving licence with a valid PrDP Physical fitness and health with the ability to do physical work related to operation and maintenance activities for continuous periods Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost <b>Willingness and ability to work shifts, standby and overtime</b>				
<b>Personal attributes and/or competencies</b>	Good communication skills; good interpersonal skills; being hard-working; being a fast learner; ability to be a team player; ability to work independently; ability to work under pressure				
<b>Primary functions</b>	Ensure the optimal use of resources to ensure cost-effectiveness and to reach the set target dates of projects Construct the electrical network to ensure effective service delivery Adhere to the Occupational Health and Safety Act, 1993				
<b>SAP</b>	S70023545; S70023421; S70023646; S70023518				
<b>New/natural attrition</b>	Natural attrition				
<b>Enquiries</b>	CB Diale (012 358 8323) or F Diale (012 358 6910)				

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

**DEPARTMENT: REGIONAL OPERATIONS AND COORDINATION**

**Division: Regional Operations: Region 3**

**Section: Energy and Electricity**

**Location: Prince's Park, Atteridgeville/Fortsig, Mayville**

**Reference number** SDTM1276-3-2025

**Position** FOREMAN (2 POSTS)

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

**Job level** T11

**Scale** R400 944,00 – R556 836,00 per annum

**Estimated remuneration package** R543 294,00 – R741 715,00 per annum

**Job purpose** To supervise operational projects to ensure timeous completion, cost-effectiveness and quality control

**Appointment requirements**  
 An appropriate trade certificate as Electrician  
 At least two years' relevant experience as an electrician in local authority electrical networks, of which at least one year should be at supervisory level  
 A valid Code B or Code C1 driving licence  
 Supervisory experience will be an added advantage  
 Computer literacy  
 Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost  
**Willingness and ability to work shifts, overtime and standby when required**

**Personal attributes and/or competencies** Integrity; intelligence; patience; innovative thinking skills; decisiveness; flexibility; willingness to accept responsibility; ability to pay attention to detail; good interpersonal and communication skills

**Primary functions**  
 Supervise operational projects to ensure timeous completion, cost-effectiveness and quality control  
 Optimise resources to enhance effectiveness  
 Ensure safe operations by adhering to safety rules and regulations  
 Manage personnel and activities by planning, organising, leading, coordinating and ensuring control  
 Organise tools, equipment, vehicles and material for personnel to ensure the effective execution of projects  
 Communicate the management information of each project to the relevant role players to ensure effective operations  
 Ensure the repair of network components during breakdowns to minimise downtime and to adhere to NRS standards

Ensure the development of subordinates to create a competent workforce  
Oversee and administrate daily operations to ensure an effective and auditable  
administration function

**SAP** S70023599; S70023458

**New/natural  
attrition** Natural attrition

**Enquiries** CB Diale (012 358 8323) or F Diale (012 358 6910)

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

**DEPARTMENT: REGIONAL OPERATIONS AND COORDINATION**

**Division: Regional Operations: Region 3**

**Section: Energy and Electricity**

**Location: Prince's Park**

**Reference number**      **SDTM1277-3-2025**

**Position**                      **ENGINEERING TECHNICIAN**

**To be advertised**              **Internal**                                      **External**

**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**                      T12

**Scale**                              R449 040,00 – R623 664,00 per annum

**Estimated remuneration package**      R604 511,00 – R826 774,00 per annum

**Job purpose**                      To gather, identify, process, compile, record and maintain secondary distribution information to ensure that the area offices provide optimal electricity service delivery according to individual customer needs

**Appointment requirements**      An appropriate three-year career-related tertiary qualification (degree or national diploma) in Electrical Engineering (heavy current) or any other study field related to the position  
Trade certificate as an Electrician  
At least two years' relevant working experience as an electrician on an electrical network at a local authority  
Computer literacy  
Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost  
**Willingness and ability to work after hours and weekends**

**Personal attributes and/or competencies**      Negotiation skills; leadership skills; project management and budgeting skills; physical fitness and health; good communication skills; interpersonal skills; ability to be target orientated and technically able

**Primary functions**                      Plan and schedule maintenance and safety operations to assist operational sections to ensure effective work processes  
Plan and schedule construction projects to assist operational sections to ensure effective work processes  
Assist with the administration of operational activities for audit and reporting purposes  
Provide input for the compilation of the budget for related areas to ensure compliance with financial ordinances  
Supervise the administrative officer and manage activities in the planning section

**SAP**                                      S70023689

**New/natural  
attrition**

Natural attrition

**Enquiries**

CB Diale (012 358 8323) or F Diale (012 358 6910)

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

**DEPARTMENT: REGIONAL OPERATIONS AND COORDINATION**

**Division: Regional Operations: Region 3**

**Section: Energy and Electricity**

**Location: Prince's Park, Atteridgeville/Fortsig, Mayville**

**Reference number**            **SDTM1278-3-2025**

**Position**                        **GENERAL WORKERS (6 POSTS)**

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

**Job level**                        T1

**Scale**                             R159 936,00 – R186 936,00 per annum

**Estimated remuneration package**            R236 535,00 – R270 901,00 per annum

**Job purpose**                    To render support to operational team members by executing duties and instructions received from the immediate supervisor to reach set project target dates (this post only executes tasks on the non-energised electrical distribution network)

**Appointment requirements**                    Ability to execute duties  
 Basic literacy  
 Relevant experience in the general maintenance of an energy and electrical distribution network will be an added advantage  
 Physical fitness and health with no back problems  
 Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost  
**Willingness and ability to work shifts, standby and overtime**

**Personal attributes and/or competencies**            Positive attitude; good health; good communication skills; dependability and trustworthiness; analytical thinking skills; adaptability; leadership skills; ability to work with high tension; ability to work in a dangerous environment; no colour blindness

**Primary functions**                    Load all materials and tools necessary for maintenance to be executed on-site  
 Execute instructions received from the supervisor for all related tasks regarding the electrical distribution network  
 Adhere to the Occupational Health and Safety Act, 1993 (Act 85 of 1993)  
 Report any damaged and/or lost tools and equipment to the immediate supervisor and receive a requisition for the replacement of the tools or equipment  
 Clean and organise tools and equipment according to set standards and specifications  
 Keep tools and equipment safe in collaboration with the immediate supervisor  
 Dig and close trenches  
 Lay cables  
 Clean substation yards and electrical servitudes  
 Hand tools to supervisor as instructed

Execute tasks or duties on a rotational basis between operational teams to enhance multiskilling

**SAP** S70023589; S70023434; S70023571; S70023433; S70023457; S70023468

**New/natural attrition** Natural attrition

**Enquiries** CB Diale (012 358 8323) or F Diale (012 358 6910)

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

**DEPARTMENT: REGIONAL OPERATIONS AND COORDINATION**

**Division: Regional Operations: Region 3**

**Section: Energy and Electricity**

**Location: Atteridgeville/Fortsig, Prince's Park**

<b>Reference number</b>	<b>SDTM1279-3-2025</b>				
<b>Position</b>	<b>LORRY DRIVER (2 POSTS)</b>				
<b>To be advertised</b>	<b>Internal</b>		<b>External</b>		
<b>This position seeks to attract</b>	African female	African male	Coloured female	Coloured male	Indian female
	Indian male	White female	White male	Person with disability	<b>All categories</b>
<b>Job level</b>	T6				
<b>Scale</b>	R227 508,00 – R315 984,00 per annum				
<b>Estimated remuneration package</b>	R322 542,00 – R435 155,00 per annum				
<b>Job purpose</b>	To move and remove materials in the section and to manage personnel and equipment in order to improve the quality of the environment				
<b>Appointment requirements</b>	Grade 10 At least six months' relevant experience A valid Code EC driving licence with a valid PrDP Physical fitness and health Willingness and ability to relieve in similar positions, as and when needed Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost <b>Willingness and ability to work shifts, overtime and standby</b>				
<b>Personal attributes and/or competencies</b>	Technical skills; willingness to accept responsibility; ability to do extensive travelling; excellent eyesight; physical fitness				
<b>Primary functions</b>	Move and remove materials in the area Report to the superintendent on a daily basis Ensure that vehicles and equipment are in good working order and serviced regularly Ensure that personnel use equipment properly and efficiently Ensure that the guidelines and principles of the Occupational Health and Safety Act, 1993 (Act 85 of 1993) are adhered to Conduct monthly inspections and attend health and safety meetings Report shortcomings immediately Ensure that personnel use the correct equipment and that their working conditions are safe				
<b>SAP</b>	S70023351; S70023555				
<b>New/natural attrition</b>	Natural attrition				
<b>Enquiries</b>	CB Diale (012 358 8323)				

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

**DEPARTMENT: REGIONAL OPERATIONS AND COORDINATION**

**Division: Regional Operations: Region 3**

**Section: Roads and Transport Services**

**Location: Belle Ombre Depot, Atteridgeville Depot**

<b>Reference number</b>	<b>SDTM1280-3-2025</b>				
<b>Position</b>	<b>ASSISTANT OPERATOR (2 POSTS)</b>				
<b>To be advertised</b>	<b>Internal</b>		<b>External</b>		
<b>This position seeks to attract</b>	African female Indian male	African male White female	Coloured female White male	Coloured male Person with disability	Indian female <b>All categories</b>
<b>Job level</b>	T2				
<b>Scale</b>	R166 800,00 – R200 832,00 per annum				
<b>Estimated remuneration package</b>	R245 272,00 – R288 588,00 per annum				
<b>Job purpose</b>	To function as a physical support service for a team to execute maintenance and road-building work required in Region 3				
<b>Appointment requirements</b>	Ability to perform duties Basic literacy Relevant working experience in conducting roads and storm water maintenance will be an added advantage Physical fitness and health Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost <b>Willingness and ability to work shifts and, when required, overtime and standby</b>				
<b>Personal attributes and/or competencies</b>	Good communication and interpersonal skills; ability to operate small equipment; willingness and ability to work in a team; willingness to complete an entry medical examination				
<b>Primary functions</b>	Place road safety signs and control traffic as required Prepare the site for asphalt placement Excavate and place road building material Assist in the fetching of water and mixing material Spray or paint emulsion Place and spread asphalt Clean site Operate the equipment as trained and in a safe manner				
<b>SAP</b>	S70025910; S70026041				
<b>New/natural attrition</b>	Natural attrition				
<b>Enquiries</b>	CB Diale (012 358 8323) or L Poto (012 358 8133)				



<b>SAP</b>	S70026065
<b>New/natural attrition</b>	Natural attrition
<b>Enquiries</b>	CB Diale (012 358 8323) or L Poto (012 358 8133)

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

**DEPARTMENT: REGIONAL OPERATIONS AND COORDINATION**

**Division: Regional Operations: Region 3**

**Section: Roads and Transport Services**

**Location: Atteridgeville Depot (5 posts) and Belle Ombre Depot (4 posts)**

<b>Reference number</b>	<b>SDTM1282-3-2025</b>				
<b>Position</b>	<b>GENERAL WORKER (9 POSTS)</b>				
<b>To be advertised</b>	<b>Internal</b>		<b>External</b>		
<b>This position seeks to attract</b>	African female	African male	Coloured female	Coloured male	Indian female
	Indian male	White female	White male	Person with disability	<b>All categories</b>
<b>Job level</b>	T1				
<b>Scale</b>	R159 936,00 – R186 936,00 per annum				
<b>Estimated remuneration package</b>	R236 535,00 – R270 901,00 per annum				
<b>Job purpose</b>	To perform various duties in the construction and maintenance of roads that consist of general hard labour to assist the artisan, truck driver, skilled worker or supervisor				
<b>Appointment requirements</b>	Ability to perform duties Basic literacy Relevant working experience in performing hard labour outside on construction sites will be an added advantage Physical fitness and health to perform hard labour on construction sites Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost <b>Willingness and ability to work shifts, standby and overtime</b>				
<b>Personal attributes and/or competencies</b>	Physically capable of doing manual labour to fix potholes and storm water structures; willingness and ability to work as part of a team; good communication skills				
<b>Primary functions</b>	Dig trenches with a pickaxe Sweep streets with brooms Load material onto trucks Paint street lines Repair road traffic signs Place temporary traffic signs on roads as instructed by the supervisor Repair potholes with hot asphalt Clean storm water systems Clean toilets with water and cleaning materials Assist with functions at stone quarry operations				
<b>SAP</b>	S70026016; S70025896; S70025953; S70026053; S70025971; S70026047; S70026001; S70025957; S70026078				
<b>New/natural attrition</b>	Natural attrition				
<b>Enquiries</b>	CB Diale (012 358 8323) or L Poto (012 358 4110)				

