



## 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, 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. A process of progressive elimination will also be embarked upon in instances where a considerable number of applicants meet the minimum requirements for a position.

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.

**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*) (e-Recruitment is also located under both the *E-services* and the *Careers* links)**

**Closing date: 27 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 to this email address – it will not be accepted.

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

**DEPARTMENT: ECONOMIC DEVELOPMENT AND SPATIAL PLANNING**

**Division: N/A**

**Section: Management and Administrative Support**

**Location: Pretoria Central**

<b>Reference number</b>	<b>ECDE191-2025</b>										
<b>Position</b>	<b>DEPUTY DIRECTOR: ADMINISTRATIVE SUPPORT SERVICES</b>										
<b>To be advertised</b>	<table border="0" style="width:100%; background-color:#cccccc;"> <tr> <td align="center" colspan="2"><b>Internal</b></td> <td align="center" colspan="3"><b>External</b></td> </tr> </table>	<b>Internal</b>		<b>External</b>							
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<b>Job level</b>	T17										
<b>Scale</b>	R791 352,00 – R1 099 056,00 per annum										
<b>Estimated remuneration package</b>	R1 178 103,00 – R1 569 752,00 per annum										
<b>Job purpose</b>	To execute a corporate managerial support service, insurance, occupational health and safety and risk mitigation administration, strategic logistics support, strategic managerial auxiliary support, governance services and secretariat support										
<b>Appointment requirements</b>	<p>An appropriate three-year career-related tertiary qualification (national diploma or degree) in Public Management, Business Management or any other study field related to the position</p> <p>At least eight years' relevant working experience in a corporate managerial support service environment</p> <p>Supervisory experience will be an added advantage</p> <p>A valid Code B driving licence</p> <p>Computer literacy</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>Competency requirements of the post</b>	<p><b>Influencing:</b> Ability to interact with others and influence them to adopt the best alternative from a range of options</p> <p><b>Organisational awareness:</b> Ability to understand the City of Tshwane's objectives, and the impact of decisions on the community and the functioning of the department</p> <p><b>Attention to detail:</b> Ability to scrutinise own work and that of others to ensure accuracy and compliance with the relevant municipal standards</p> <p><b>Ethics and professionalism:</b> Ability to identify and deal with ethical issues and conflicts of interest</p> <p><b>Problem solving:</b> Ability to identify potential problem areas, break the problem into component parts, generate potential solutions, select an option and implement it</p> <p><b>Planning and organising:</b> Ability to plan activities within specific time frames and then execute these activities according to plan</p>										
<b>Primary functions</b>	<p>Ensure and manage auxiliary support services</p> <p>Ensure and manage logistics support services</p> <p>Ensure effective workplace safety inspections</p> <p>Identify and define immediate, short- and long-term objectives</p>										

Ensure insurance and risk mitigation administration and support  
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

**SAP** S70001167

**New/natural attrition** Natural attrition

**Enquiries** Christo Geldenhuys (012 358 8446) or Bridgitte Mokoena (012 358 5788)



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

**DEPARTMENT: ECONOMIC DEVELOPMENT AND SPATIAL PLANNING**

**Section: Management and Administrative Support**

**Subsection: Finance Support Services**

**Location: Pretoria Central**

<b>Reference number</b>	<b>ECDE193-2025</b>										
<b>Position</b>	<b>ADMINISTRATIVE OFFICER</b>										
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<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 render effective administrative and financial support services to the Economic Development and Spatial Planning Department										
<b>Appointment requirements</b>	<p>Grade 12 with Mathematics or Accounting</p> <p>At least six months' relevant experience in administrative support in a financial environment</p> <p>Computer literacy</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>Competency requirements of the post</b>	<p><b>Planning and organising:</b> Ability to plan activities within specific time frames and then execute these activities according to plan</p> <p><b>Use of technology:</b> Ability to use technology in the workplace to optimise the functioning of the City of Tshwane</p> <p><b>Communication:</b> Capacity to listen attentively, grasp issues, present information in a clear manner and respond appropriately to verbal and written communication of others</p> <p><b>Cognitive ability:</b> Ability to gather information, analyse issues and deal with complexity and ambiguity, show long-term thinking, follow through in a logical manner, be aware of consequences and implications, and see the “bigger picture”</p>										
<b>Primary functions</b>	<p>Conduct financial administration</p> <p>Conduct insurance administration and claims</p> <p>Conduct departmental accounts payable administration (creditor payment vouchers and petty cash documentation)</p> <p>Execute SAP administration functions (requisition, reservation and service entry capturing) and accounts payable administration (apply and record keeping)</p> <p>Conduct departmental telephone account administration</p> <p>Conduct financial support asset administration and stock control</p>										
<b>SAP</b>	S70001166										
<b>New/natural attrition</b>	Natural attrition										
<b>Enquiries</b>	Christo Geldenhuys (012 358 8446) or Charlotte Moropane (012 358 1107)										

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

**DEPARTMENT: ECONOMIC DEVELOPMENT AND SPATIAL PLANNING**

**Division: Built Environment and Enforcement**

**Section: Building Plans Management**

**Location: All regions**

<b>Reference number</b>	<b>ECDE194-2025</b>										
<b>Position</b>	<b>ADMINISTRATIVE OFFICER (2 POSTS)</b>										
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<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 render an administrative and support function regarding the submission and approval process of all site development plans and building plan applications										
<b>Appointment requirements</b>	<p>Grade 12</p> <p>At least six months' relevant working experience in administrative support</p> <p>Computer literacy</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>Competency requirements of the post</b>	<p><b>Planning and organising:</b> Ability to plan activities within specific time frames and then execute these activities according to plan</p> <p><b>Use of technology:</b> Ability to use technology in the workplace to optimise the functioning of the City of Tshwane</p> <p><b>Communication:</b> Capacity to listen attentively, grasp issues, present information in a clear manner and respond appropriately to verbal and written communication of others</p> <p><b>Cognitive ability:</b> Ability to gather information, analyse issues and deal with complexity and ambiguity, show long-term thinking, follow through in a logical manner, be aware of consequences and implications, and see the “bigger picture”</p>										
<b>Primary functions</b>	<p>Render an administrative and support function with regard to the submission and approval process of all site development plans and building plan applications</p> <p>Receive site development plans and building plan applications, calculate fees, issue receipts, open files and verify documentation</p> <p>Capture information on the computer, circulate files to other departments in order to obtain comments and notify applicants of corrections telephonically</p> <p>Notify applicants of approvals telephonically</p> <p>Render an administrative and support function with regard to the booking of inspections</p> <p>List all bookings for the building surveyor</p> <p>Draw relevant files and capture information on the computer</p> <p>Submit files to the chief building surveyor and capture information on the computer after inspections have been executed</p>										

Render an archival function with regard to building and site development plans, file and retrieve all files, and maintain the neatness of files and cabinets  
Retrieve records in electronic or hard copy format on request of the public

**SAP** S70001558; S70001622

**New/natural attrition** Natural attrition

**Enquiries** Christo Geldenhuys (012 358 8446) or Moja Mogoje (012 358 1953)

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

**DEPARTMENT: ECONOMIC DEVELOPMENT AND SPATIAL PLANNING**

**Division: N/A**

**Section: Building Control Office**

**Location: All regions**

<b>Reference number</b>	<b>ECDE195-2025</b>										
<b>Position</b>	<b>BUILDING SURVEYOR (BUILDING PLANS EVALUATION AND RECOMMENDATION) (2 POSTS)</b>										
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<b>Job level</b>	T11										
<b>Scale</b>	R400 944,00 – R556 836,00 per annum										
<b>Estimated remuneration package</b>	R543 294,00 – R741 715,00 per annum										
<b>Job purpose</b>	To evaluate and recommend all building plan applications in line with the requirements of the National Building Regulations and Building Standards Act, 1977 (Act 103 of 1977), the Tshwane Land Use Scheme, 2024 and all other applicable legislation										
<b>Appointment requirements</b>	<p>An appropriate career-related tertiary qualification (three-year diploma or degree) in Civil Engineering, Structural Engineering, Architecture, Building Management, Building Science, Building Surveying or Quantity Surveying or any other study field related to the position</p> <p>At least two years' relevant working experience in the building industry</p> <p>A valid Code B driving licence with own vehicle</p> <p>Computer literacy</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>Competency requirements of the post</b>	<p><b>Image analysis:</b> Ability to use images in processes, such as image processing, physical principles of remote sensing, spatial statistics, prediction and simulation</p> <p><b>Geo-spatial mapping and modelling:</b> Ability to produce digital elevation models, digital terrain models, 3D modelling or any form of geographical output, including 3D GIS data capture and output</p> <p><b>Interpersonal relationships:</b> Ability to establish and maintain productive relationships with people within and outside the City of Tshwane</p> <p><b>Change readiness:</b> Ability to innovate and challenge the status quo and the ability to cope with change driven by others</p> <p><b>Spatial analysis:</b> Ability to attend to spatial queries and build cartographic models</p>										
<b>Primary functions</b>	<p><b>Examine and approve all building plan applications</b></p> <p>Examine building plan applications against compliance with the National Building Regulations and Building Standards Act, 1977, the Tshwane Town-planning Scheme, 2008 and other relevant laws</p> <p>Examine major developments and assist architects and other professional persons in the building plan application approval process</p> <p>Check that all information on plans, documents and building files correspond</p>										

Calculate areas of all additions and new buildings  
Determine fees in accordance with the approved fee structure  
Check title deeds for restrictive conditions on the applicable erf  
Determine if the coverage, building lines and land uses agree with the relevant town-planning scheme  
Conduct site inspections when necessary

**Legal obligations**

Approve all residential and business building plan applications

**Site development plans**

Provide comments in relation to the National Building Regulations and Building Standards Act, 1977

**Meetings**

Attend subregional building plan and inspection meetings

Attend workshops (SABS)

**Statistics**

Complete daily sheets for statistical purposes

Complete a summary of daily sheets and refer to management

**Assistance**

Assist administrative staff and building surveyors with technical internal rules

Assist other departments with technical problems and queries

Assist and advise the public on all queries

**Administrative**

Record plan data on the computerised system

**SAP** S70001573; S70001619

**New/natural attrition** Natural attrition

**Enquiries** Christo Geldenhuys (012 358 8446) or Lesego Ramakutwane (012 358 3794)

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

**DEPARTMENT: ECONOMIC DEVELOPMENT AND SPATIAL PLANNING**

**Division: N/A**

**Section: Office of the Group Head**

**Location: Pretoria CBD**

<b>Reference number</b>	<b>ECDE196-2025</b>				
<b>Position</b>	<b>EXECUTIVE SECRETARY</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 All categories
<b>Job level</b>	T11				
<b>Scale</b>	R400 944,00 – R556 836,00 per annum				
<b>Estimated remuneration package</b>	R543 294,00 – R741 715,00 per annum				
<b>Job purpose</b>	To render an executive secretarial and administrative support service to the group head				
<b>Appointment requirements</b>	Grade 12 plus a secretarial qualification or training At least two years' relevant secretarial experience 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				
<b>Competency requirements of the post</b>	<p><b>Planning and organising:</b> Ability to plan activities within specific time frames and then execute these activities according to plan</p> <p><b>Use of technology:</b> Ability to use technology in the workplace to optimise the functioning of the City of Tshwane</p> <p><b>Communication:</b> Capacity to listen attentively, grasp issues, present information in a clear manner and respond appropriately to verbal and written communication of others</p> <p><b>Resilience:</b> Ability to respond constructively to pressure and stressful situations and the ability to persist with goals despite obstacles and setbacks</p>				
<b>Primary functions</b>	Provide a reception service Provide an office administration service Provide a typing and computer operating service Provide an operational logistics service Execute diverse official secretarial duties				
<b>SAP</b>	S70001731				
<b>New/natural attrition</b>	Natural attrition				
<b>Enquiries</b>	Christo Geldenhuys (012 358 8446) or Bridgitte Mokoena (012 358 5788)				

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

**DEPARTMENT: ECONOMIC DEVELOPMENT AND SPATIAL PLANNING**

**Division: City Planning and Development**

**Section: Land Use Management Administration**

**Location: All regions**

<b>Reference number</b>	<b>ECDE197-2025</b>										
<b>Position</b>	<b>PLANNING PROFESSIONAL (3 POSTS)</b>										
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<b>Job level</b>	T15										
<b>Scale</b>	R630 852,00 – R876 180,00 per annum										
<b>Estimated remuneration package</b>	R835 923,00 – R1 148 180,00 per annum										
<b>Job purpose</b>	To provide expertise and capacity about town and regional planning at regional and local level										
<b>Appointment requirements</b>	<p>An appropriate career-related tertiary qualification (three-year diploma or degree) in Town and Regional Planning or any other study field related to the position  Registration with the South African Council for Planners (SACPLAN)  At least six years' relevant experience in town planning specific to land use management administration  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</p>										
<b>Competency requirements of the post</b>	<p><b>Planning and organising:</b> Ability to plan and organise the work unit using goal setting, objectives and targets, and creating work schedules and work plans with associated resources and budgets according to the City of Tshwane's procedures in order to achieve the tasks, functions and results of the work unit  <b>Land use management:</b> Ability to zone land for specific purposes to facilitate the achievement of the City's environmental, social and economic objectives, including the ability to balance competing interests in monitoring and enforcing these zonings  <b>Client orientation and customer focus:</b> Ability to understand the service needs of a client or customer (internal or external) and actively focus on anticipating, meeting and exceeding needs in a timely and appropriate manner  <b>Action orientation:</b> Ability to display high work ethic in setting and achieving challenging goals, meeting deadlines and keeping promises, manifesting in the individual's ability to stay focused on task and be energetic, persistent and reliable  <b>Team orientation:</b> Capacity to promote a cooperative climate, understand group dynamics and apply appropriate facilitation techniques in working with others to achieve a shared goal</p>										
<b>Primary functions</b>	Interpret and provide advice on land use applications and development in terms of the regional and local spatial development frameworks within the context of the Metropolitan Spatial Development Framework										

Evaluate land development, including township establishment applications and related activities

Manage capital and operational projects pertaining to the land use management and administration function

Formulate policy related to land use management administration

**SAP** S70001343; S70001351; S70001278

**New/natural attrition** Natural attrition

**Enquiries** Christo Geldenhuys (012 358 8446) or Ashok Sudu (012 358 7933)

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

**DEPARTMENT: ECONOMIC DEVELOPMENT AND SPATIAL PLANNING**

**Division: City Planning and Development**

**Section: Land Use Management Administration**

**Location: All regions**

<b>Reference number</b>	<b>ECDE198-2025</b>				
<b>Position</b>	<b>ADMINISTRATIVE OFFICER</b>				
<b>To be advertised</b>	<b>Internal</b>		<b>External</b>		
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<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 render secretariat and general administrative support to the deputy director and the section				
<b>Appointment requirements</b>	Grade 12 At least six months' relevant working experience in administrative support 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				
<b>Competency requirements of the post</b>	<p><b>Organisational awareness:</b> Ability to understand the key drivers in the sector and the City of Tshwane and to apply this understanding to meet service delivery challenges</p> <p><b>Planning and organising:</b> Ability to plan and organise work tasks using goal setting, objectives and targets, and creating work schedules and work plans with associated resources and budgets according to the City of Tshwane's procedures in order to achieve the tasks, functions, outcomes and results of the work unit</p> <p><b>Written communication:</b> Ability to communicate in writing as appropriate to specific audiences</p> <p><b>Client orientation and customer focus:</b> Ability to understand the service needs of a client or customer (internal or external) and actively focus on anticipating, meeting and exceeding needs in a timely and appropriate manner</p> <p><b>Interpersonal relationships:</b> Ability to establish and maintain productive relationships with people within and outside the City of Tshwane</p>				
<b>Primary functions</b>	Render a secretariat and general administrative support function Render a telephone and reception service Organise diaries				
<b>SAP</b>	S70001282				
<b>New/natural attrition</b>	Natural attrition				
<b>Enquiries</b>	Christo Geldenhuys (012 358 8446) or Ashok Sudu (012 358 7933)				

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

**DEPARTMENT: ECONOMIC DEVELOPMENT AND SPATIAL PLANNING**

**Division: City Planning and Development**

**Section: Geomatics**

**Location: All regions**

<b>Reference number</b>	<b>ECDE199-2025</b>										
<b>Position</b>	<b>SURVEY ASSISTANT (2 POSTS)</b>										
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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							
<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 support the surveyor in various tasks related to land and building surveys, including assisting with setting up equipment, collecting data, maintaining records and ensuring the accuracy of survey work										
<b>Appointment requirements</b>	<p>Grade 12  National Certificate in Surveying or Survey Officer Certificate will be an added advantage  At least six months' relevant working experience  A valid Code B driving licence  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>Competency requirements of the post</b>	<p><b>Image analysis:</b> Ability to use images in processes, such as image processing, physical principles of remote sensing, spatial statistics, prediction and simulation  <b>Spatial analysis:</b> Ability to attend to spatial queries and build cartographic models  <b>Interpersonal relationships:</b> Ability to establish and maintain productive relationships with people within and outside the City of Tshwane  <b>Communication:</b> Capacity to listen attentively, grasp issues, present information in a clear manner and respond appropriately to verbal and written communication of others</p>										
<b>Primary functions</b>	<p>Clean and maintain survey equipment  Display an understanding of survey theory required in support of practical outcomes  Ensure basic setup of total station  Apply levelling and use a variety of advanced survey equipment and computer techniques  Conduct general survey activities, including performing manual and electronic calculations and produce basic plans using captured field data  Safely operate as field surveyor in individual, team or project situations  Sell out accurately predetermined points on the ground</p>										
<b>SAP</b>	S70001429; S70001436										
<b>New/natural attrition</b>	Natural attrition										
<b>Enquiries</b>	Christo Geldenhuys (012 358 8446) or Dirk Olivier (012 358 7848)										

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

**DEPARTMENT: ECONOMIC DEVELOPMENT AND SPATIAL PLANNING**

**Division: City Planning and Development**

**Section: Geomatics**

**Location: All regions**

<b>Reference number</b>	<b>ECDE200-2025</b>										
<b>Position</b>	<b>GISc TECHNICIAN</b>										
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<b>Job level</b>	T12										
<b>Scale</b>	R449 040,00 – R623 664,00 per annum										
<b>Estimated remuneration package</b>	R604 511,00 – R826 774,00 per annum										
<b>Job purpose</b>	To execute tasks relating to the rendering of geo-spatial support to the City Planning and Development Division as required for strategic spatial planning and development within Tshwane										
<b>Appointment requirements</b>	<p>An appropriate career-related tertiary qualification (three-year diploma or degree) with GIS or Geography as subject</p> <p>Registration with the South African Geomatics Council (SAGC)</p> <p>At least three years' relevant working experience</p> <p>Computer literacy</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>Competency requirements of the post</b>	<p><b>Organisational awareness:</b> Ability to understand the key drivers in the sector and the City of Tshwane and to apply this understanding to meet service delivery objectives and challenges</p> <p><b>Database design and management:</b> Ability to implement, design and manage databases</p> <p><b>GIS systems and software:</b> Ability to use GIS systems and software and adapt these to the specific task at hand</p> <p><b>Spatial awareness:</b> Ability to perform visual perception, graphical and cartographic communication (including interpretation, information use and knowledge gain)</p> <p><b>Action orientation:</b> Ability to display high work ethic in setting and achieving challenging goals, meeting deadlines and keeping promises, manifesting in the individual's ability to stay focused on task and be energetic, persistent and reliable</p> <p><b>Spatial analysis:</b> Ability to attend to spatial queries and build cartographic models</p>										
<b>Primary functions</b>	<p>Deliver comprehensive support for GIS and geomatics operations within the city planning environment</p> <p>Provide assistance to development compliance and tribunal support</p> <p>Provide GIS support for litigation purposes</p> <p>Provide GIS solutions and support to geomatics client information offices</p> <p>Manage the geo-spatial historical information of the City of Tshwane</p>										

**SAP** S70001447

**New/natural attrition** Natural attrition

**Enquiries** Christo Geldenhuys (012 358 8446) or Elba Swart (012 358 7872)



Assist architectural professionals and quantity surveyors with building measurements and other building-related information  
Inspect building work and do quality control checks  
Ensure that building lines and servitudes are not violated  
Ensure that building plans and building work correspond  
Check levels, heights and excavations  
Check specifications, drawings and details  
Identify mistakes made by builders and help to rectify these  
Ensure that damp-proof course and brick force are built correctly  
Pressure test sewer systems and check levels  
Ensure that materials comply with SABS standards

**SAP** S70001512

**New/natural attrition** Natural attrition

**Enquiries** Christo Geldenhuys (012 358 8446) or Adwoa Agyei (012 358 7825)



