



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 interviews will be conducted on the date and time indicated on the interview invitation. Should applicants cancel their attendance on the day of their interview explicitly or tacitly, they will automatically be disqualified from the process and will not be considered for the remaining recruitment process.

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 click Home Tab, then scrolling down to Quick links and then Job Forums

INTERNAL AND EXTERNAL CANDIDATES APPLY AT

Visit the City of Tshwane public website (<https://www.tshwane.gov.za>), click on the Tshwane Careers link (located under the E-SERVICES link on the website), then click **sign up** if you would like to register a new account or click **view profile** if you already have an account

Closing date: 29 April 2026
(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.

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: REGIONAL OPERATIONS AND COORDINATION

Division: Regional Operations: Region 2

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

Urban Forestry

Location: Mayville Urban Forestry Section

Reference number	SDTM1315-2-2026				
Position	SUPERVISOR TREE TEAM				
To be advertised	Internal		External		
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	T7				
Scale	R263 736,00 – R366 300,00 per annum				
Estimated remuneration package	R367 621,00 – R498 166,00 per annum				
Job purpose	To conduct the proactive and reactive pruning of trees in Region 2 to ensure the environmental well-being of Tshwane				
Appointment requirements	Grade 10 At least two years' relevant working experience in an urban forestry environment Chainsaw operator's course Aerial platform operator's qualification will be an added advantage A valid Code C1 driving licence with a valid PrDP 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 Must be willing to work shifts, overtime and standby when required				
Personal attributes and/or competencies	Excellent eyesight; communication skills; technical skills; willingness and ability to work in noisy and dusty environments and at heights				
Primary functions	Conduct proactive and reactive maintenance of all trees within Region 2 Attend to Integrated Development Plan maintenance at own Urban Forestry Unit Deliver disaster management services relating to trees Give feedback to superiors in terms of work done to ensure an up-to-date information technology system for urban forestry as a whole Conduct maintenance of chainsaws and pole pruners Ensure occupational health and safety within the Urban Forestry Unit Conduct supervision duties Control vehicle				
SAP	S70021293*				
New/natural attrition	WPC approval				
Enquiries	TT Ranugondo (012 358 1651) or A Tsoai (012 358 4113)				

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 2

Section: Community Services: Parks, Horticulture and Cemetery Services

Location: Mayville Urban Forestry Section

Reference number	SDTM1316-2-2026				
Position	URBAN FORESTER				
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	T11				
Scale	R414 972,00 – R576 336,00 per annum				
Estimated remuneration package	R560 116,00 – R756 502,00 per annum				
Job purpose	To create, develop and manage sustainable urban forestry in Region 2 to ensure the environmental well-being of Tshwane				
Appointment requirements	<p>An appropriate three-year tertiary qualification (degree or national diploma) in Horticulture or any other study field related to the position</p> <p>At least two years' relevant working experience in urban forestry, arboriculture and horticulture</p> <p>Supervisory experience will be an added advantage</p> <p>A valid Code B driving licence</p> <p>Physical fitness and health</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> <p>Willingness and ability to work shifts, standby and overtime when required</p>				
Personal attributes and/or competencies	<p>Ability to work independently; ability to be assertive in dealing and liaising with the public; ability to work under pressure; good written and verbal communication skills; good interpersonal skills; emotional intelligence; intellectual and cognitive abilities; leadership skills; organisational skills; technical skills; ability to meet strict deadlines; innovative thinking skills; willingness to accept responsibility; excellent eyesight</p>				
Primary functions	<p>Create, develop and manage sustainable urban forestry to ensure the environmental well-being of Tshwane using afforestation (tree planting) on road reserves throughout Tshwane</p> <p>Conduct proactive and reactive maintenance of all trees within Region 2</p> <p>Develop and manage an Integrated Development Plan for urban forestry</p> <p>Provide disaster management services relating to trees</p> <p>Create, develop and manage an information technology system for urban forestry as a whole</p> <p>Perform general management of the Urban Forestry Unit (planning, organising, leading and coordination) for Region 2</p>				

Create, develop and manage afforestation (tree planting), watering and feeding programmes on road reserves at the Urban Forestry Unit for Region 2
Perform the administration of the Urban Forestry Unit for Region 2

SAP S70022489*

New/natural attrition WPC approval

Enquiries TT Ranugondo (012 358 1651) or A Tsoai (012 358 4113)

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 2

Section: Roads and Transport

Location: Themba Roads Depot

Reference number	SDTM1317-2-2026										
Position	ARTISAN (ROAD BUILDER/MASON)										
To be advertised	<table border="0" style="width:100%"> <tr> <td style="width:50%">Internal</td> <td style="width:50%">External</td> </tr> </table>	Internal	External								
Internal	External										
This position seeks to attract	<table border="0" style="width:100%"> <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	T10										
Scale	R370 512,00 – R514 596,00 per annum										
Estimated remuneration package	R503 527,00 – R686 919,00 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	<p>An appropriate trade certificate as Bricklayer/Mason (red seal) OR trained construction road maker</p> <p>At least two years' relevant experience in the maintenance of road and storm water systems</p> <p>A valid Code C1 driving licence with a valid PrDP</p> <p>Physical fitness and health</p> <p>Ability to do physical work related to operation and maintenance activities for continuous periods</p> <p>Willingness and ability to work shifts, standby and overtime</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>										
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	<p>Repair, rebuild and maintain storm water structures, pavements, channels and storm water pipes</p> <p>Conduct concrete work by preparing and casting according to drawings</p> <p>Lay pipes according to drawings and specifications</p> <p>Inspect contractors working on-site</p> <p>Supervise the operations team and assign duties</p> <p>Organise equipment and material for the execution of tasks</p> <p>Handle vehicles and equipment</p> <p>Ensure safety of staff on-site by enforcing occupational health and safety standards</p>										

SAP	*
New/natural attrition	WPC approved
Enquiries	N Masibigiri (012 358 1591) or A Tsoai (012 358 4113)

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 2

Section: Transport Services

Location: Themba Roads Depot

Reference number	SDTM1318-2-2026				
Position	OPERATOR (2 POSTS)				
To be advertised	Internal		External		
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	T6				
Scale	R235 476,00 – R327 048,00 per annum				
Estimated remuneration package	R331 651,00 – R448 205,00 per annum				
Job purpose	To function as a physical support service for a team to execute maintenance and road building work required for the construction of roads, storm water systems and related services				
Appointment requirements	Grade 10 Relevant experience in the maintenance operations of road and storm water infrastructure systems Full acquaintance with the operation of road construction heavy-duty machinery, especially a grader A valid Code C1 driving licence with a valid PrDP Physical fitness and health Willingness and ability to work shifts 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	Good communication and interpersonal skills; good team worker; leadership qualities				
Primary functions	Function as physical support service for a team to execute maintenance and road building work required for the construction of roads, storm water systems and related services Assist the artisan (road builder or mason) in executing daily tasks Function as the first level of supervision Operate small equipment and drive municipal vehicles and machinery for roads and storm water maintenance activities				
SAP	S70022721*; S70022860				
New/natural attrition	WPC				
Enquiries	N Masibigiri (012 358 1591) or A Tsoai (012 358 4113)				

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 2

Section: Management and Administrative Support

Location: Kudu Building

Reference number	SDTM1319-2-2026										
Position	FUNCTIONAL HEAD: FINANCIAL SUPPORT SERVICES										
To be advertised	<table border="0" style="width:100%; background-color:#f2f2f2;"> <tr> <td style="width:50%; text-align:center;">Internal</td> <td style="width:50%; text-align:center;">External</td> </tr> </table>	Internal	External								
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This position seeks to attract	<table border="0" style="width:100%; background-color:#f2f2f2;"> <tr> <td style="width:16.6%;">African female</td> <td style="width:16.6%;">African male</td> <td style="width:16.6%;">Coloured female</td> <td style="width:16.6%;">Coloured male</td> <td style="width:16.6%;">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	T15										
Scale	R652 932,00 – R906 864,00 per annum										
Estimated remuneration package	R862 995,00 – R1 186 203,00 per annum										
Job purpose	To provide comprehensive and extensive financial administrative and management support to the region and to manage, coordinate and control financial and logistical operations on a daily basis										
Appointment requirements	<p>An appropriate three-year career-related tertiary qualification (degree or national diploma) in Financial Management, Local Government: Finance or Public Management or any other study field related to the position</p> <p>At least six years' work experience in a related financial support and administration environment</p> <p>Supervisory experience will be an added advantage</p> <p>Compliance with the Local Government: Municipal Finance Management Act, 2003 (Act 53 of 2003) and experience will be an added advantage</p> <p>A valid Code B driving licence</p> <p>Computer literacy</p> <p>SAP financial knowledge and experience will be an added advantage</p> <p>Knowledge of SAP S/4HANA will be an added advantage</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>										
Personal attributes and/or competencies	Having integrity; decisiveness; intelligence; ability to pay attention to detail; having patience; innovative thinking skills; imagination; flexibility; willingness to accept responsibility; reliability; negotiation skills; advanced linguistic proficiency; business acumen; ability to deliver presentations; leadership skills; technical skills; project management skills; communication skills; analytical skills; organisational skills; budget management skills; financial skills; good interpersonal skills; appropriate experience in conflict resolution of subordinates; willingness to accept responsibility										
Primary functions	<p>Execute effective budget control in accordance with legislation, statutory requirements and Council policies</p> <p>Execute financial planning and performance reporting</p> <p>Provide supply chain management support</p>										

Execute asset management support functions
Ensure compliance with policies and procedures that govern insurance management and attend all related meetings
Assist with the responsibility for annual report submissions
Execute project management and administration

SAP S70019763

New/natural attrition Natural attrition

Enquiries M Matthys (012 358 3266) or A Tsoai (012 358 4113)

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 2
Section: Community Services: Parks, Horticulture and Cemetery Services
Location: Themba and Mayville Depots

Reference number	SDTM1320-2-2026				
Position	GENERAL WORKER (5 POSTS)				
To be advertised	Internal		External		
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	T1				
Scale	R165 564,00 – R193 476,00 per annum				
Estimated remuneration package	R242 666,00 – R278 193,00 per annum				
Job purpose	To conduct general maintenance work on developed and undeveloped open spaces and at natural resources and facilities to improve the quality of the environment				
Appointment requirements	Ability to perform duties Basic literacy Relevant knowledge and experience in horticultural maintenance 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; 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				
Primary functions	Conduct general horticultural maintenance in public open spaces and at horticultural facilities and depots Clean parks and traffic islands Clean open spaces in remote areas Cut and remove invaders and alien plant material Remove weeds Pick up litter				
SAP	S70022371; S70022401; S70022396; S70022399; S70022329				
New/natural attrition	Natural attrition				
Enquiries	E Mabokachaba (012 358 3171) or A Tsoai (012 358 4113)				
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