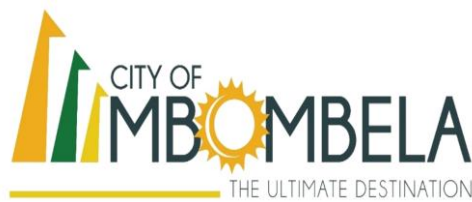


Civic Centre  
1 Nel Street  
Mbombela 1201  
Republic of South Africa



P O Box 45  
Mbombela 1200  
Republic of South Africa  
Tel: +27 (0) 13 759-9111  
Fax: +27 (0) 13 759-207

## CORPORATE SERVICES

### EXTERNAL ADVERT

The City of Mbombela hereby invites suitably qualified and interested candidates to apply for the position of Heavy Vehicle Driver as follows:

**10 X HEAVY VEHICLE DRIVER: WATER AND SANITATION: (ALL REGIONS)**

**10 X HEAVY VEHICLE DRIVER COMMUNITY SERVICES: (ALL REGIONS)**

**REQUIREMENTS AND COMPETENCIES:** Grade 10 **PLUS** a valid PDP and Code EC Driving Licence with at least 2 years relevant experience. Candidate must be physically fit and be able to endure heat and maintain a good working rate. The incumbent must be able to read work routes.

**RESPONSIBILITIES:** Driving to designated locations, transporting personnel and/ or materials. Monitoring the refuse collection activities and/delivery of water to the community. Communicating with personnel with regards to the cleaning of spillages. Operating the necessary controls and mechanisms of the vehicle to offload waste hydraulically from the bin of the vehicle.

**NB: APPLICANTS ARE REQUESTED TO INDICATE THEIR PREFERENCE BY APPLYING ONLY FOR ONE VACANCY. PLEASE WRITE THE CORRECT DEPARTMENT ON THE APPLICATION FORM.**

**SALARY SCALE: 213,372.48 – 276,972.63 per annum**

**(TASK GRADE 06)**

**DEPARTMENT: CORPORATE SERVICES**

**1 X SOFTWARE AND DATA BASE SPECIALIST- IT SERVICES (HEAD OFFICE)**

**REQUIREMENTS AND COMPETENCIES:** Grade 12 **PLUS** National Diploma/NQF Level 06 in IT or System Software with at least 3 years relevant experience in ICT. The incumbent should be in possession of Code EB driving license with Office applications.

**RESPONSIBILITIES:** Inspecting and/ or conducting observations of work sequences and determining extent of awareness and/ or the need for corrective/ remedial measures. Discussing and/ or investigating workplace accidents/ incidents, seeking reasons from supervisory personnel on any non-compliance/ deviation and providing direction on courses of action for execution.

Developing database architectural strategies at the modeling, design and implementation stages to address business and legal industry requirements. Creating flexible, well designed and consistent data architectures to support business needs for high performance databases

in high availability environments. Designing for data partitions for efficient access and providing expert data modeling and data validation services that produce useful data structure design solutions to drive effective business decisions. Identifying opportunities for sharing and utilizing data across boundaries, extracting maximum benefit from the data resource. Creating and maintaining an array of data design deliverables including data models, data diagrams, data flows and corresponding data dictionary documentation.

**SALARY SCALE: R650,407.54 - R844,295.06 per annum (TASK GRADE 14)**

#### **IT APPLICATION SPECIALIST- IT SERVICES (HEAD OFFICE)**

**REQUIREMENTS AND COMPETENCIES:** Grade 12 **PLUS** National Diploma/NQF Level 06 in IT or System Software with at least 3 years relevant experience in ICT. The incumbent should be in possession of Code EB driving license with Office applications.

**RESPONSIBILITIES:** Participating in the development of database architectural strategies at the modeling, design and implementation stages to address business and legal industry requirements. Designing for data partitions for efficient access and providing expert data modeling and data validation services that produce useful data structure design solutions to drive effective business decisions. Identifying opportunities for sharing and utilizing data across boundaries, extracting maximum benefit from the data resource. Creating and managing an array of data design deliverables including data models, data diagrams, data flows and corresponding data dictionary documentation. Diagnosing specific software related problems, interacting with vendors/consultant on corrective measures/ applicability of suggested solutions. Reviewing the operating system of a medium to complex, enterprise-level development program, testing system adequacy, and developing solutions to support and optimize operations. Updating system information with specific project information and/ or confirming payments due against transactional details and forwarding documentation for processing. Formulating responses to correspondence and enquires from the general internal and external stakeholders referring to policies and resolutions of Council.

**SALARY SCALE: R650,407.54 - R844,295.06 per annum (TASK GRADE 14)**

#### **IT DESKTOP SPECIALIST - IT (HEAD OFFICE)**

**REQUIREMENTS AND COMPETENCIES:** Grade 12 **PLUS** National Diploma/NQF Level 06 in IT or System Software with at least 3 years relevant experience in ICT. The incumbent should be in possession of Code EB driving license with Office applications.

**RESPONSIBILITIES:** Collecting and analysing the project's business requirements and transferring the same knowledge to development team. Evaluating the data collected through task analysis, business process, surveys and workshops. Providing suggestions to the development team during the development stage of product to meet the client's business needs. Preparing accurate and detailed requirement specifications documents, user interface guides, and functional specification documents. Communicating effectively with external clients and internal teams to deliver product's functional requirements like screen, interface, and designs. Documenting the acquired results of analysis and workflows as well as obtaining sign-off from the appropriate client. Designing and executing the test scripts and test scenarios. Coordinating with the groups of business unit who test, validate, evaluate new applications and functions, and determine issues in services and software. Coordinating any change requests related to the working project plans daily to meet the agreed deadlines.

**SALARY SCALE: R650,407.54 - R844,295.06 per annum (TASK GRADE 14)**

**2 X IT TECHNICIAN - IT SERVICES (HEAD OFFICE)**

**REQUIREMENTS AND COMPETENCIES:** Grade 12 **PLUS** National Diploma/NQF Level 06 in IT or System Software with at least 3 years relevant experience in ICT. The incumbent should be in possession of Code EB driving license with Office applications.

**RESPONSIBILITIES:** Diagnosing specific software related problems, interacting with vendors/consultant on corrective measures/ applicability of suggested solutions. Understanding business requirements and translating them into specific software requirements. Understanding both technical designs and specifications. Analysing and documenting the required data and information. Evaluating information harvested through surveys and workshops, task analysis, and business process description. Assessing and presenting to the immediate superior the need for new software, upgrades and disposal. Evaluating competency level of end users and conducting demonstration or instruction-based training to improve capability. Preparing investigational reports and summaries detailing functional progress and/ or outcomes for submission to the immediate superior for consideration. Compiling notices, agendas and minutes of functional meetings and attending to the circulation. Communicating and addressing enquiries on the venue and facilities available for specific functions and seeking confirmation on the reservation of the venue for functions/ events.

**SALARY SCALE: R577,679.07 – R749,890.75 per annum (TASK GRADE 13)**

**CLOSING DATE & TIME: 03 AUGUST 2026 @16h00**

***NB: If you qualify for the above positions, please complete and send the compulsory application form (Annexure B) obtainable from the City of Mbombela website ([www.mbombela.gov.za](http://www.mbombela.gov.za))***

**Applications must be accompanied by a comprehensive curriculum vitae, identity document as well as certified copies of certificates to:**

Senior Manager: Human Resources,  
City of Mbombela,  
P.O. Box 45,  
Mbombela  
1200

Or Hand delivered to;  
1 Nel Street,  
Civic Centre,  
Mbombela,  
Glass Office 1, 3rd Floor.  
Enquiries can be directed to Human Resources Division: (013 759 2095/9145/9970/9037).  
No late, faxed or emailed applications will be considered.

**NB: Shortlisted candidates will be subjected to suitable checks including qualifications, practical driving test where applicable, employment records, criminal records, company ownership/directorship, and reference check.**

Should you have not been contacted for an interview within 30 days after closing date you may assume that your application was unsuccessful?

**THE CITY OF MBOMBELA SUBSCRIBES TO THE PRINCIPLES OF EQUAL EMPLOYMENT AND AFFIRMATIVE ACTION AND IN THIS VAIN, SUITABLY QUALIFIED WOMEN AND PEOPLE WITH DISABILITIES ARE PARTICULARLY ENCOURAGED TO APPLY.**

**WJ KHUMALO  
CITY MANAGER**

