

R533 Graskop Road.  
Opp Mapulaneng DLTC  
Bushbuckridge  
Co-ordinates: 31°3'59.796"E 24°50'24"  
Tel: 013 065 0983



Private bag x 9308  
Bushbuckridge  
1280  
Email: [info@bushbuckridge.gov.za](mailto:info@bushbuckridge.gov.za)  
Website: [www.bushbuckridge.gov.za](http://www.bushbuckridge.gov.za)

The Bushbuckridge Local Municipality seeks to appoint suitable people for the following permanent positions:

**INTERNAL/EXTERNAL ADVERTISEMENT**

**DEPARTMENT: EDPE**

**LOCATION: HEAD OFFICE**

**POSITION: TOWN PLANNER X1**

**(Ref no: HO/2026/13)**

**BASIC SALARY: ENTRY R567 749.13 PER ANNUM**

**Minimum Requirements**

- Grade 12 certificate.
- A three (3) year degree in Town and Regional Planning / Urban and Regional Planning.
- Registration with SACPLAN as professional planner
- Two (2)–Three (3) years relevant town planning in local government environment.
- Knowledge of SPLUMA and municipal planning legislation, policies, and by-laws.
- Valid driver's license

**Key Performance Areas**

Reporting to the Chief Town Planner, the incumbent will be responsible for the following functions:

- Process land development applications (rezoning, subdivision, consolidation, consent use, departures, removal of restrictions) in accordance with SPLUMA, municipal by-laws, policies and prescribed timeframes.
- Assess applications and compile professional reports with recommendations for decision-making by the Municipal Planning Tribunal/authorized structures and management.
- Coordinate internal and external inputs (engineering, environment, roads, legal, traditional authorities, applicants and affected parties) and follow up to secure timeous comments and completeness of submissions.
- Contribute to municipal spatial planning instruments and programmes (SDF, land use scheme, precinct/local plans) and provide spatial planning inputs to the IDP and related sector plans.
- Provide spatial planning advice and inputs to municipal infrastructure/service delivery projects to ensure alignment with approved spatial priorities and development frameworks.
- Provide customer advisory services to the public, applicants and professionals on land use rights, procedures, compliance requirements and application status.
- Maintain accurate application registers, case files and decision records; compile reports/statistics on application status and turnaround times.
- Conduct site inspections and support land use compliance monitoring; identify contraventions and support enforcement actions in line with by-laws and procedures.
- Support planning structures/meetings (agenda items and documentation inputs) and ensure proper filing and audit-ready documentation for all applications.

Applications must be submitted on the compulsory prescribed application form ([www.bushbuckridge.gov.za](http://www.bushbuckridge.gov.za)), a comprehensive CV, and copies of certified certificates and ID copy should be addressed to: Municipal Manager, Bushbuckridge Local Municipality, Private Bag X9308, Bushbuckridge, 1280 OR hand deliver to Registry, Head Office. Correspondence will be limited to shortlisted candidates only. The successful candidate will be expected to sign performance compact / agreement which is in line with performance framework.

**NB: All shortlisted candidates will undergo background checks, verifications and criminal records. Fraudulent qualifications or documents will immediately disqualify any application. People with disabilities and from previously disadvantaged backgrounds are encouraged to apply.**

**Closing date 10 June 2026 at 16H00    Enquiries: Mr. RD Tshobete- HR Manager (013) 065 0983**