

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

DEPARTMENT: EMERGENCY SERVICES

Division: Business Operations

Section: Emergency Planning

Location: Tshwane regions

Re-advertisement

Reference number **EMSS187-2026**

Position **EMERGENCY PLANNING OFFICER (3 POSTS)**

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 perform skilled technical tasks associated with the interpretation, application and enforcement of fire protection regulations and technical fire safety requirements as it relates to town-planning scheme applications, changes in building occupancy, scrutiny of fire protection plans for code compliance and the final inspection of buildings in accordance with approved fire protection plans

Appointment requirements

Grade 12

National diploma in Fire Technology

At least three years' continuous experience in a recognised emergency services environment

A valid Code B driving licence

Must have reasonable levels of physical and medical fitness with no respiratory anomalies

Willingness to be assigned to any geographical fire station in Tshwane

Willingness and ability to be on standby and work after hours on weekends and public holidays

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

Having integrity; intelligence; concealment skills; patience; innovative thinking skills; being energetic; imagination; flexibility; willingness to accept responsibility; decisiveness; ability to pay attention to detail; communication skills

Primary functions

Apply the requirements of the Fire Protection Regulations as these relate to building design submissions

Analyse and report on town-planning scheme applications and forecast the situational context of applications against prevailing fire safety codes and fire response coverage

Apply the relevant fire codes and standards as these relate to the design, installation

Undertake routine proactive, reactive and programmed technical fire safety inspections of premises, buildings, installations and all types of occupancies to determine compliance with relevant laws, codes or standards
Determine the origin and cause of a fire, as well as identify the dangers involved in processes and materials

SAP	S70095153; S70018371; S70018372
New/natural attrition	New
Enquiries	Elsie Malomane (012 358 4603) or Agnes Ndwamato (012 358 8637)