



Suitably qualified applicants are invited for the following vacancy:

MUNICIPAL MANAGER

FOUR [4] YEAR FIXED TERM CONTRACT

Total remuneration package will be in terms of
Government Gazette No. 41173, dated 10 October 2017
(i.e. Minimum R 985,303; Midpoint R 1,132,533 and Maximum R 1,279,762 per annum)

REQUIREMENTS:

- B Degree in public administration/political sciences/social sciences/law.
- Standard 10/Grade 12 Matric certificate
- Valid Driver's License
- A postgraduate qualification in fields related to public administration will be an added advantage.
- Certificate in Municipal Finance Management Programme (**MFMP**) or Certificate Program in Municipal Development (**CPMD**) in line with Minimum regulations on competency level of 2007.
- Five years' relevant experience at senior management level
- Have proven successful institutional transformation within public or private sector
- The need for signing of an employment contract, a performance agreement and disclosure of financial interest
- Computer Literate
- The need to undergo security vetting
- The need to undergo competency assessment test
- **NO** criminal record.

KNOWLEDGE

- Advanced knowledge and understanding of municipal policy and legislation
- Advanced understanding of institutional governance systems and performance management
- Advanced understanding of council operations and delegation of powers
- Good governance
- Audit and Risk management establishment and functionality
- Budget and finance management

- Records Management
- Project Management
- Personnel management and Labour Relations
- Ability to be an innovative and strategic leader.
- Ability to prepare Power Point Presentations
- Good facilitation and communication skills in at least two of the three official languages.

KEY PERFORMANCE AREAS

- The overall management of the Municipality to ensure efficient and effective provision of services, promoting economic growth, facilitation social and economic development, and long term sustainability of the Municipality.
- The development and management of an effective, disciplined and accountable administration which is equipped to implement the municipality's integrated development plan, to operate in accordance with the municipality's performance management system and to understand the needs of the local community.
- Perform all functions, duties and responsibilities as contained in the relevant local government legislations such as, but not limited to, The Constitution, MFMA, Municipal Structures Act, Municipal Systems Act, Promotion of Administrative Act etc.
- Ensuring the streamlining of staff towards core basic service delivery.

Application forms, clearly indicating the post name can be hand-delivered to the Director Corporate Services, 19 Kruger Street, Wolmaransstad 2630 OR posted for the attention of the Director Corporate Services to Maquassi Hills Local Municipality, Private Bag X3 Wolmaransstad, 2630

CLOSING DATE: 23 FEBRUARY 2018

Candidates will be subjected to disclose financial interest, to security vetting, to qualification verification, to undergo a competency assessment and to achieve the minimum competency as per Regulation 495 dated 15 June 2007 AND to sign an employment contract, a performance agreement (within 18 months of appointment).

All applicants are required to complete the prescribed application form for employment as per the REGULATIONS on appointment of Senior Managers. Non-submission of the prescribed application form, applications received after the closing date, applications to which the prescribed certified documents have not been attached to and applications submitted electronically or per facsimile shall be disqualified.

All applicants who are prescribed Section 57 A of the Local Government Municipal Systems Act as amended in 2011, will not be considered.

Enquiries could be directed to Human Resources at (018) 596 3025 [Puleng Mogale] during office hours (08:00 – 16:30). The Municipality reserves the right not to make an appointment.

**NOTICE NO 07/2018
REF. 4/1/2/1/3
28 JANUARY 2018**