



PHUMELELA LOCAL MUNICIPALITY VACANCIES

MUNICIPAL MANAGER

4 YEAR FIXED-TERM PERFORMANCE BASED EMPLOYMENT CONTRACT (for a period not exceeding a period ending one year after the election of the next council of the municipality as per Sec 57(6)(a) of the MSA).

SALARY: Minimum: R 882 394 Midpoint: R994 824 Maximum: R 1 104 255. all inclusive remuneration package of as per Government Notice no 40118 of 04th July 2016. The pay scale will be determined by competency, skills, qualifications and experience.

CENTRE: Phumelela Local Municipality: Vrede

REQUIREMENTS: A recognised three year Bachelor Degree in Public Administration / Political Sciences / Social Sciences / Law; or equivalent. Registration with a relevant professional body and a postgraduate degree will be an added advantage. A valid driver's license for extensive travelling.

The candidate must meet the competency levels for senior managers as published per Government Gazette no 29976 dated 15 June 2007.

EXPERIENCE: Minimum 5 years relevant experience at senior management level; and have proven successful institutional transformation within public or private sector.

COMPETENCIES: Leading competencies, Strategic direction and leadership, Programme and Project management, Financial management, Change leadership, Governance leadership. Service delivery management, Knowledge management, Problem solving and Analytical thinking, People and diversity management, Client orientation and customer focus, Communication, accountability and ethical conduct.

Knowledge: Advanced knowledge and understanding of relevant policy and legislation; Advanced understanding of institutional governance systems and performance management; Advanced understanding of council operations and delegation of powers; Good governance; Budget and finance management; Audit and risk management establishment and functionality; Local government powers and functions, including assignment of national and provincial functions. **Skills** in Analytical thinking, Policy conceptualization and implementation, Conflict management, Risk and change management, Mediations skills, Diversity management, Strategic leadership and management, Project management, Governance, ethics and values.

RESPONSIBILITIES: As the accounting officer and the head of administration, the incumbent will take responsibility for overall performance in the following areas: Implementing the Municipality's Integrated Development Plan and monitoring progress with the implementation of the plan in accordance with Chapter 5 of the Municipal Systems Act, Effectively, Efficiently and economically developing and managing the administration of the municipality in an accountable manner and in accordance with the applicable Local Government legislation and by-laws, Managing the provision of services to the community in a sustainable and equitable manner, Exercising powers assigned by the legislation and those delegated by the municipal council to the Municipal Manager; Advising the political structures and rendering support to the office of the Mayor, Implementing the strategic goals of the Municipality through co-operative and innovative teamwork, Development and management of the Municipality's Performance Management System.

NOTE: Qualification and SA citizenship checks will be conducted on all short-listed candidates. Where applicable, successful candidates will be subjected to additional checks. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Shortlisted/successful candidates will be subjected to a Competency Based Assessment over 2 day's prior appointment. The successful candidate will be required to sign an employment contract on or before commencement of duty, a performance agreement no later than 60 days after appointment and a disclosure of financial interest.

The appointment will be made in compliance with the provisions of sections 54A & 57 of the Local Government: Municipal Systems Amendment Act 7 of 2011

APPLICATIONS: Applications, with a comprehensive CV, together with certified copies of your qualifications should be forwarded to the Mayor, Phumelela Local Municipality, Private Bag X5, Vrede, 9835 or hand-delivered to the office of the Mayor, Cnr Kuhn & Prinsloo Street, Vrede, 9835. Fax and E-mail applications will not be considered. Applications should be made on the official Application Form for Employment for senior managers which can be obtained from the Municipality and (www.phumelela.gov.za).

CLOSING DATE: 26 May 2017

ENQUIRIES: Enquiries may be directed to Mayor: Cllr T.J. Motaung at (058) 913 8300

DIRECTOR TECHNICAL SERVICES

5 YEAR FIXED-TERM PERFORMANCE BASED CONTRACT

SALARY: Minimum: R 726 954 Midpoint: R816 803 Maximum: R 906 651 all inclusive remuneration package as per Government Notice no 40118 of 04th July 2016. The pay scale will be determined by competency skills, qualifications and experience

CENTRE: Phumelela Local Municipality: Vrede

REQUIREMENT: Bachelor of Science Degree in Engineering/BTech: Engineering; or an equivalent qualification.

The candidate must meet the competency levels for senior managers as published per Government Gazette no 29976 dated 15 June 2007.

EXPERIENCE: At least five (5) years' experience at middle management level, or as programme/project manager; and 3-4 years must be at professional/management level engineering management experience.

KNOWLEDGE: Good knowledge and understanding of relevant policy and legislation; Good knowledge and understanding of institutional governance systems and performance management; Must have extensive knowledge of the public office environment; and must be able to formulate engineering master planning, project management and implementation; Have a working and applied knowledge of MS Word, MS Excel and MS Access. * Have a working knowledge and understanding of Municipal Structure Act, the Municipal Systems Act, the Water Services Act and DORA.

ADDED ADVANTAGE: Certificate of competency as required in terms of the General Machinery Regulations, 1988; or Registration with a recognized relevant engineering professional body.

COMPETENCIES: Leadership. * Analytical ability. * Managerial experience. * Strategic leadership and management skills. * Strategic financial management. * Operational financial management. * Governance, ethics and values.

RESPONSIBILITIES: The successful candidate will manage the Technical Services Department of the Phumelela Local municipality. * Furthermore, the incumbent will assist the Accounting Officer to carry out his Technical Management responsibilities in areas ranging from water demand and conversation, roads and storm water management, waste management, sanitation management and electricity management. * Report directly to the Accounting officer on Strategic Technical (Infrastructure) Management issues Monitoring Provincial Infrastructure Grant Projects (MIG and PIG) Road Construction and Rehabilitation Projects.* Housing Projects.* Operation and Maintenance (O & M). * Technical support and evaluation of proposed projects in alignment with the respective Municipal IDP and the regional and provincial growth and development plans. * Appraisal of civil engineering proposals, design reports and tender reports. * Civil engineering design, estimation and tendering. * Annual budgeting and cash flow management. * Ensure compliance of all legal aspects and conditions, required from different spheres of government. * Manage cash flows and committed project expenditure. *Manage capacity building in the Technical Service section. * conduct site visits/ meetings to ensure compliance to business plan conditions. * Verify payment certificates and preparation of monthly payment schedule documentation. * Maintain project performance data according to business plan.

NOTE: Qualification and SA citizenship checks will be conducted on all short-listed candidates. Where applicable, successful candidates will be subjected to additional checks. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Shortlisted/successful candidates will be subjected to a Competency Based Assessment over 2 day's prior appointment. The successful candidate will be required to sign an employment contract on or before commencement of duty, a performance agreement no later than 60 days after appointment and a disclosure of financial interest.

The appointment will be made in compliance with the provisions of sections 56 & 57 of the Local Government: Municipal Systems Amendment Act 7 of 2011

APPLICATIONS: Applications, with a comprehensive CV, together with certified copies of your qualifications should be forwarded to the Acting Municipal Manager, Phumelela Local Municipality, Private Bag X5, Vrede, 9835 or hand-delivered to the office of the Acting Municipal Manager, Cnr Kuhn & Prinsloo Street, Vrede, 9835. Fax and E-mail applications will not be considered. Applications should be made on the official Application Form for Employment for senior managers which can be obtained from the Municipality and (www.phumelela.gov.za).

CLOSING DATE: 26 May 2017

ENQUIRIES: Enquiries may be directed to Acting Municipal Manager :Mrs. Nomvula Malatjie at (058) 913 8300