

MODIMOLLE LOCAL MUNICIPALITY

AN EQUAL OPPORTUNITY EMPLOYER



INTERNAL/EXTERNAL VACANCY

Modimolle Local Municipality is an equal opportunity subscribing to the Employment Equity Act, and hereby invites applications from Suitable qualified persons to fill the under-mentioned post: Women and disabled are encouraged to apply

POST : MUNICIPAL MANAGER
fixed term employment contract

SALARY : Negotiable

1. REQUIREMENTS

- A recognized B Degree in Public Administration, Municipal Administration or relevant Degree plus five years experience working at a Senior Management Level.
- A post graduate degree in Administration or Leadership will be an added advantage. The applicant must have a driver's license and have his/her own roadworthy vehicle. The incumbent must be a person of honesty and integrity.

2. KNOWLEDGE

- Must know the Constitutional requirements for Local Government and Local Government Legislations.
- Must have understanding of Developmental Local Government
- Must have knowledge of Municipal Finance
- Must have knowledge of Service Delivery Mechanisms
- Must have knowledge of Cooperative Governance and Intergovernmental Relations.

3. SKILLS

- The applicant must possess Analytical Thinking, Policy Formulation and Implementation, Conflict Resolution, Risk and Change Management, Diversity Management, Strategic and Management Skills.

4. FOCUS AREAS

- Financial Management
- Corporate Support and Shared Services
- Infrastructural Development
- Social Development, Community Services and Planning
- Economic Development

[Notice no 23/04/2010 – 20/04/2010]

5. RESPONSIBILITIES

- Provide ethically correct advice to the Mayor and Council.
- Ensure implementation of Council Policies and Resolutions
- Provide vision, set direction for the municipality and inspire others to deliver on the mandate of the municipality
- Ensure that as Accounting Officer, the municipality complies with the Municipal Finance Management Act No 56 of 2003.
- Initiate and support municipal transformation
- To explore and implement new ways of delivering services
- Render strategic leadership during development, implementation and monitoring of the Integrated Development Plan (IDP) and Performance Management System (PMS).
- Communicate effectively with all municipal stakeholders
- Display and build the highest standard of ethical and moral conduct.
- Performance and accountable for municipal transformation and organization development, basic service delivery, local economic development, municipal financial viability and management and good governance and public participation.
- Represent the Municipality at Provincial and National Forums.

6. GENERAL

- Applications must be accompanied of comprehensive CV, certified copies of qualifications, ID, Driver's license and covering letter that indicate the position you are applying for and must be sent by post to:

The Office of the Mayor., Modimolle Local Municipality, Private Bag X 1008,
MODIMOLLE, 0510

OR HAND DELIVERED TO: The Office of the Mayor, Modimolle Civic Centre, Harry
Gwala Street, Modimolle.

- Canvassing is strictly prohibited and proof thereof will disqualify applicants.

Note:

- All posts will follow that TASK Job Description System when approved.
- Pre-employed references check/vetting shall be conducted.
- Shortlisted applicants may be subjected to operational applicable testing before or at the interview.
- Appointees will be on a 6month probation period.

FAXED OR E-MAILED APPLICATIONS AND THOSE WITHOUT ACCOMPANYING DOCUMENTS WILL NOT BE CONSIDERED.

Further enquiries may be directed to the Acting Manager: Corporate Services – Mr. Thomas Freysen at (014) 718 2024.

CLOSING DATE : 14 MAY 2010

The Modimolle Local Municipality reserves the right **NOT** to fill the advertised post. Should you not be contacted within 30 days of the closing date please accept that your application had been unsuccessful.

Civic Centre
OR Tambo Square
Harry Gwala Street
MODIMOLLE
0510

K S LEKALA
ACTING MUNICIPAL MANAGER

[Notice no 23/04/2010 – 20/04/2010]