



LIM 368



LIM368 LOCAL MUNICIPALITY is an equal opportunity employer subscribing to the Employment Equity Act, and hereby invites applications from suitably qualified persons to fill the under-mentioned post:

MANAGER CORPORATE SERVICES	
OCCUPATIONAL CATEGORY	<ul style="list-style-type: none"> • Senior Management
ANNUAL REMUNERATION PACKAGE	<ul style="list-style-type: none"> • An all-inclusive annual remuneration package as per Government Notice 381 of Local Government Gazette 40118: Upper limit of total remuneration packages payable to Managers directly accountable to Municipal Managers
TERM OF APPOINTMENT	<ul style="list-style-type: none"> • Fixed term contract (5 years)
YEARS OF EXPERIENCE	<ul style="list-style-type: none"> • 5 years relevant experience at a senior management level
MINIMUM QUALIFICATION	<ul style="list-style-type: none"> • Bachelor Degree in Public Administration/Management Sciences/Law or equivalent • Compliance with the MFMA competencies as per Government Notice 21 of Local Government Gazette 37245
REQUIREMENTS	<ul style="list-style-type: none"> • Must have a valid driver's licence. • Must be a South African citizen. • High level of integrity and honesty. • Good Knowledge and Understanding of Institutional Governance, Corporate Support Services, including Legal Services, Information Communication Technology and Council Support, relevant policies and local government legislations, Labour Relations Act, Supply Chain Management Regulations, Preferential Procurement Policy Framework Act, 2000 and other Labour Related prescripts and local government environment. • Excellent communication and negotiating skills at all levels of government • Skilled in conflict resolution, problem solving and ability to be decisive • Good interpersonal and communication (written and verbal) skills • Sound knowledge and understanding of computer packages (MS Word, Excel, PowerPoint and Outlook, Munsoft will be an added advantage)
COMPETENCIES	<ul style="list-style-type: none"> • Strategic leadership and management, people management, operational financial management, governance, ethics and values in financial management, financial and performance reporting, risk and change management, program and project management, legislation, change and governance leadership, policy and implementation, supply chain management, audit and assurance
KEY PERFORMANCE AREAS	<ul style="list-style-type: none"> • Human Resource Management (Personnel planning, provisioning, training, development, labour relations management and organizational development). • Human Resource management • Organizational development • Legal Services • Council Support services • Employee Assistance program • Training and development • Labour relations • Administration and Archives

MANAGER PLANNING AND ECONOMIC DEVELOPMENT

OCCUPATIONAL CATEGORY	<ul style="list-style-type: none"> • Senior Management
ANNUAL REMUNERATION PACKAGE	<ul style="list-style-type: none"> • An all-inclusive annual remuneration package as per Government Notice 381 of Local Government Gazette 40118: Upper limit of total remuneration packages payable to Managers directly accountable to Municipal Managers
TERM OF APPOINTMENT	<ul style="list-style-type: none"> • Fixed term contract (5 years)
YEARS OF EXPERIENCE	<ul style="list-style-type: none"> • 5 years relevant experience at a senior management level
MINIMUM QUALIFICATION	<ul style="list-style-type: none"> • Bachelor of Science Degree in Building Science/Architect/ Bachelor Degree in Town and Regional Planning or Development studies or equivalent. • Compliance with the MFMA competencies as per Government Notice 21 of Local Government Gazette 37245. • Added advantage: Project Management Certificate of Diploma; Registration as a Professional Planner in accordance with the Planning Professions Act, 2000; Proven successful professional Development/ Town and Regional Planning experience
REQUIREMENTS	<ul style="list-style-type: none"> • Must have a valid driver's licence. • Must be a South African citizen. • High level of integrity and honesty. • Good Knowledge and Understanding of relevant policies and local government legislations • Good understanding of governance systems and performance management • Good knowledge of Supply Chain Management Regulations and Preferential Procurement Policy Framework Act, 2000 • Knowledge of GIS and spatial, town and development planning • Excellent communication and negotiating skills at all levels of government • Skilled in conflict resolution, problem solving and ability to be decisive • Good interpersonal and communication (written and verbal) skills • Sound knowledge and understanding of computer packages (MS Word, Excel, PowerPoint and Outlook, Munsoft will be an added advantage)
COMPETENCIES	<ul style="list-style-type: none"> • Strategic leadership and management, people management, operational financial management, governance, ethics and values in financial management, financial and performance reporting, risk and change management, program and project management, legislation, change and governance leadership, policy and implementation, supply chain management, audit and assurance
KEY PERFORMANCE AREAS	<ul style="list-style-type: none"> • Development Planning, LED, Institutional PMS, Land use Management and Planning Human Settlement. • Administration and development of Spatial Development Framework and related Town Planning functions. • Develop and maintain GIS. • Formulation of development policies, strategies and action plans. • Formulate, develop and implement economic development policy and LED strategies. • Stimulate local economy by promoting job creation, investment and the development of SMME's. • Land use Management, Development Planning, marketing, and tourism.

CHIEF FINANCIAL OFFICER	
OCCUPATIONAL CATEGORY	<ul style="list-style-type: none"> • Senior Management
ANNUAL REMUNERATION PACKAGE	<ul style="list-style-type: none"> • An all-inclusive annual remuneration package as per Government Notice 381 of Local Government Gazette 40118: Upper limit of total remuneration packages payable to Managers directly accountable to Municipal Managers
TERM OF APPOINTMENT	<ul style="list-style-type: none"> • Fixed term contract (5 years)
YEARS OF EXPERIENCE	<ul style="list-style-type: none"> • 5 years relevant experience at a senior management level • At least five years' experience in finance management in local Government or similar environment.
MINIMUM QUALIFICATION	<ul style="list-style-type: none"> • Bachelor degree in Accounting or Finance. • Compliance with the MFMA competencies as per Government Notice 21 of Local Government Gazette 37245. • Compliance with the MFMA unit standards as per Notice 493 of Government Gazette 29967 of 15 June 2007. • Added advantage: Chartered Accountant and registration with a relevant professional body.
REQUIREMENTS	<ul style="list-style-type: none"> • Must have a valid driver's licence. • Must be a South African citizen. • High level of integrity and honesty. • Knowledge and understanding of financial computer systems. • Advanced knowledge and understanding of Municipal Finance Management Act, Treasury Regulations, relevant policy and other legislations. • Advanced knowledge and understanding of institutional governance system and performance management. • Advanced understanding of council operations and financial delegations. • Advanced leadership skills, such as excellent interpersonal skills, managerial skills, strategic focus and ability to review concept holistically. • Ability to work under pressure. • Good Knowledge and Understanding of relevant policies. • Good understanding of governance systems and performance management • Good knowledge of Supply Chain Management Regulations and Preferential Procurement Policy Framework Act, 2000 • Excellent communication and negotiating skills at all levels of government • Skilled in conflict resolution, problem solving and ability to be decisive • Good interpersonal and communication (written and verbal) skills • Sound knowledge and understanding of computer packages (MS Word, Excel, PowerPoint and Outlook, Munsoft will be an added advantage)
COMPETENCIES	<ul style="list-style-type: none"> • Strategic leadership and management, strategic financial management, people management, operational financial management, governance, ethics and values in financial management, financial and performance reporting, risk and change management, program and project management, legislation, policy and implementation, stakeholder relations, change and governance leadership, supply chain management, audit and assurance

<p>KEY PERFORMANCE AREAS</p>	<ul style="list-style-type: none"> • As contained in section 81 of the MFMA, including but not limited to: • Provision of strategic financial management direction, advice, and leadership to the budget and treasury, revenue, expenditure and supply chain management functions. • Provision of an effective financial management system inclusive of policies, procedures, financial operating standards, practices, anti-corruption measures and an effective accounting system within the municipality. • Provision of strategic direction to the financial planning and budgeting process within the municipality and ensure that strategies are consistent with the Constitution, MFMA, Treasury Regulations, annual Division of Revenue Act and other legislation. • Ensuring that effective revenue collection systems that are consistent with the Municipal Systems Act and Municipal Property Rates Act are in place, including effective system of expenditure management. • Compilation of financial statements and application of efficient and effective control systems. • Support the mayor, accounting officer and other senior managers in the execution of their functions in terms of the MFMA. • Overall responsibility for the implementation of efficient, effective and economic financial systems in the municipality. • Responsible for budget preparation, financial reporting, cash management, debt management, asset management and other duties as delegated in terms of MFMA and also as delegated by Accounting Officer. • Ensure development and implementation of strategies and programmes that will ensure efficient and sustainable financial performance of the municipality. • Ensure implementation of Generally Recognized Accounting Practices (GRAP). • Ensure implementation of Municipal Standard Chart of Accounts (MSCOA).
-------------------------------------	--

MANAGER TECHNICAL SERVICES

OCCUPATIONAL CATEGORY	<ul style="list-style-type: none"> • Senior Management
ANNUAL REMUNERATION PACKAGE	<ul style="list-style-type: none"> • An all-inclusive annual remuneration package as per Government Notice 381 of Local Government Gazette 40118: Upper limit of total remuneration packages payable to Managers directly accountable to Municipal Managers
TERM OF APPOINTMENT	<ul style="list-style-type: none"> • Fixed term contract (5 years)
YEARS OF EXPERIENCE	<ul style="list-style-type: none"> • 5 years relevant experience at a senior management level as program/project manager and engineering management
MINIMUM QUALIFICATION	<ul style="list-style-type: none"> • Bachelor of Science Degree in Engineering • Focus areas: Civil Engineering Services. Streets and Storm Water, Water and Sewerage, Waste Management, Electro-Technical Services, Project Management, Infrastructure and Development Planning, Roads, Transport Engineering, Storm Water, Solid Waste Management, Strategic Management. • Compliance with the MFMA competencies as per Government Notice 21 of Local Government Gazette 37245. • Registration with the engineering Council of South Africa (ECSA) as Pr Eng. in terms of Engineering Profession of South Africa, Act 46 of 2000. • Added advantage: Certificate of competency as required in terms of the General Machinery Regulations 1988
REQUIREMENTS	<ul style="list-style-type: none"> • Must have a valid driver's licence. • Must be a South African citizen. • High level of integrity and honesty. • Good Knowledge and Understanding of relevant policies and legislations and public office environment • Good understanding of governance systems and performance management • Good knowledge of Supply Chain Management Regulations and Preferential Procurement Policy Framework Act, 2000 • Must be able to formulate engineering master planning, project management and implementation • Knowledge of GIS and spatial, town and development planning • Excellent communication and negotiating skills at all levels of government • Skilled in conflict resolution, problem solving and ability to be decisive • Good interpersonal and communication (written and verbal) skills • Sound knowledge and understanding of computer packages (MS Word, Excel, PowerPoint and Outlook, Munsoft will be an added advantage)
COMPETENCIES	<ul style="list-style-type: none"> • Strategic leadership and management, people management, operational financial management, governance, ethics and values in financial management, financial and performance reporting, risk and change management, program and project management, legislation, change and governance leadership, policy and implementation, supply chain management, audit and assurance
KEY PERFORMANCE AREAS	<ul style="list-style-type: none"> • Manage complex civil structures projects from conceptualisation, design contract management, quality assurance and compliance and ensure their proper integration to the municipality's overall plan (IDP). • Perform financial monitoring through commissioning, operations and maintenance to ensure effective and efficient functioning of the department within the budgetary constraints of the Municipality. • Manage all infrastructure-related grant funding allocated to the Municipality.

	<ul style="list-style-type: none">• Provide professionally advisory to the municipality on project conceptualisation, design project management and implementation.• Oversee the management of all equipment and capital resources to ensure accountability by the department.• Manage all department's contracts and tenders according to the approval SLA's terms of reference, letter of appointment and contracted project time lines and as per project brief.• Responsible to ensure proper infrastructure development and planning, project management and administration.• Ensure diligent execution of municipal functions and management of the department in accordance with applicable legislation.
--	---

MANAGER SOCIAL AND COMMUNITY SERVICES	
OCCUPATIONAL CATEGORY	<ul style="list-style-type: none"> • Senior Management
ANNUAL REMUNERATION PACKAGE	<ul style="list-style-type: none"> • An all-inclusive annual remuneration package as per Government Notice 381 of Local Government Gazette 40118: Upper limit of total remuneration packages payable to Managers directly accountable to Municipal Managers
TERM OF APPOINTMENT	<ul style="list-style-type: none"> • Fixed term contract (5 years)
YEARS OF EXPERIENCE	<ul style="list-style-type: none"> • 5 years relevant experience at a senior management level
MINIMUM QUALIFICATION	<ul style="list-style-type: none"> • Bachelor Degree in Social Sciences/Public Administration/Law or equivalent • Compliance with the MFMA competencies as per Government Notice 21 of Local Government Gazette 37245 • Added advantage: Registration with the South African Council for Social Service Professionals (SACSSP) or similar recognised relevant professional body
REQUIREMENTS	<ul style="list-style-type: none"> • Must have a valid driver's licence. • Must be a South African citizen. • High level of integrity and honesty. • Good Knowledge and Understanding of relevant policies and legislations • Good understanding of governance systems and performance management • Good knowledge of Supply Chain Management Regulations and Preferential Procurement Policy Framework Act, 2000 • Understanding of council operations as well as health service management, cemetery management, public safety and parks and recreations management • Excellent communication and negotiating skills at all levels of government • Skilled in conflict resolution, problem solving and ability to be decisive • Good interpersonal and communication (written and verbal) skills • Sound knowledge and understanding of computer packages (MS Word, Excel, PowerPoint and Outlook, Munsoft will be an added advantage)
COMPETENCIES	<ul style="list-style-type: none"> • Strategic leadership and management, people management, operational financial management, governance, ethics and values in financial management, financial and performance reporting, risk and change management, program and project management, legislation, change and governance leadership, policy and implementation, supply chain management, audit and assurance
KEY PERFORMANCE AREAS	<ul style="list-style-type: none"> • Provide strategic leadership in line with waste management, libraries, sports and recreation, traffic management, social development, maintenance of parks and cemeteries. • Prepare and submit reports to the Municipal Manager and relevant political structures so that they are informed of the issues regarding social services. • Formulate policies relating to social services, community development, environmental health and disaster management. • Administration and management of the social and community department.

GENERAL

Applications should be submitted on LIM 368 Local Municipality Senior Managers application form obtainable from the Municipality or at www.modimolle.gov.za and must be completed in full. Certified copies of your identity document, license and qualifications, CV and particulars of at least **three** contactable work-related references must be attached. The specific reference number for the post must be quoted. Failure to submit the required documents will automatically disqualify applications.

Applications should be submitted to: The Municipal Manager; LIM 368 Municipality; Private Bag X 1008; **MODIMOLLE**; 0510 or delivered personally at O R Tambo Building; O R Tambo Square; 1 Harry Gwala Street; **MODIMOLLE**; 0510.

Applicants must note that their appointment is subject to the following reference checks: qualifications, criminal records, security vetting and record of dismissed staff members contemplated in section 57A of the Municipal Systems Act.

Candidates recommended for appointment to the posts must undergo a competency assessment.

The successful incumbent must sign an employment contract, a performance agreement as contemplated in section 57 of the Municipal Systems Act, 32 of 2000 and provide a disclosure of financial interests.

All general enquiries should be directed to Human Resources Manager, Me Adolphine Phala at (014) 718 2037 or the Human Resources Officer, Mr Hendrick Makhubele at (014) 718 2068 during office hours (07h30 – 16h15).

NB: No late, faxed or e-mailed applications will be considered.

Closing date: 10 March 2017

Communication will only be limited to shortlisted candidates and if you do not receive any response from us within three (3) months after the closing date, you may regard your application as unsuccessful.

.....
OP SEBOLA
MUNICIPAL MANAGER