

EPHRAIM MOGALE

LOCAL MUNICIPALITY

111
MARBLE HALL
0450
013-261 8400
013-261 2985



Leeuwfontein Office (013) 261 8509
Elandskraal Office (013) 261 8506
Zamenkomst Office (013) 973 9160
Traffic Section (013) 261 8400

Ephraim Mogale Local Municipality invites suitably qualified applicants to apply for the under-mentioned positions. The Municipality further commit to employment practices that promote the spirit as treasured in the Employment Equity Act, 1998 (Act 55 of 1998) as amended. People who fall within the definition of designated group in terms of the Act are encouraged to apply for any advertised vacant position in the institution.

DEPARTMENT	:	OFFICE OF THE MUNICIPAL MANAGER (MARBLE HALL OFFICE)		
POSITION	:	ONE (01)		
JOB TITLE	:	MUNICIPAL MANAGER		
REPORTING TO	:	MAYOR		
REMUNERATION	:	<u>MINIMUM</u>	<u>MID-POINT</u>	<u>MAXIMUM</u>
		R1,030 759.00	R1,141 500	R1,267 066.00

EMPLOYMENT PERIOD: A FIXED TERM EMPLOYMENT CONTRACT FOR A FIXED TERM NOT EXCEEDING A PERIOD OF ONE YEAR AFTER THE ELECTION OF THE NEXT COUNCIL OF THE MUNICIPALITY. THE INCUMBENT WILL SIGN AND CONCLUDE AN EMPLOYMENT CONTRACT, PERFORMANCE CONTRACT AND DISCLOSURE OF FINANCIAL INTEREST IN TERMS OF MUNICIPAL SYSTEMS ACT 32 OF 2000 AS AMENDED.

Recommended candidates for appointment to the Senior Managers position must undergo a competency assessment in terms of the **Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers; Chapter 3 section 16 (1).**

REQUIRMENTS: *Grade 12, *Bachelor in Public Administration / Political Sciences / Social Sciences / Law; or equivalent. *The incumbent must have a minimum of five (5) years relevant experience at a senior management level and proven successful institutional transformation within public or private sector. *An incumbent must be a person of honesty and integrity. (MFMP-SAQA Qualification ID No. 48965); *The incumbent must have core managerial and occupational competencies as described in the Local Government: Municipal Performance Regulations for Municipal Managers and Managers Directly Accountable to Municipal Managers, 2006. *Comprehensive knowledge and understanding of Local Government legislations; *The incumbent must have competencies as described in the Minimum Competency levels Regulation Gazette No. 29967 of 2007, *Sound understanding of computer packages (MS Word, Excel, and PowerPoint etc.). *Valid driver's license. *Analytical, co-ordination, communication and inter-personal skills, *Executive Leadership Management Development Programme (ELMDP) will be an added advantage.

JEM

KEY PERFORMANCE AREAS: • 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 and all other relevant and related legislations. • Initiate and support municipal transformation. • 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 stakeholders. • Display and build the highest standards of ethical and moral conduct. • Performs 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.

IMPORTANT INFORMATION

Interested candidate for the position are welcomed to forward applications on a **duly completed APPLICATION FORM for Senior Managers**. The form is obtainable from the Municipal Website: www.ephraimmogalelm.gov.za and also from the Municipal Office during office hours between **07:30 – 16:30 Monday to Friday**. Applications must be accompanied by a CV; Certified copies of required qualifications, copies of Identity Document and driver's license where applicable, (certifying stamp must not be older than 6 months at the time of submission) and be forwarded to the Acting Municipal Manager, Ephraim Mogale Local Municipality, P.O. Box 111, MARBLE HALL, 0450. **Faxed applications will not be accepted. However because of Covid-19 Protocols applications will be received through a dedicated email created for this purpose; ephmlmhumanresource@emogalelm.gov.za or by hand at the HR Office upon adherence to Covid-19 Protocols.**

Telephonic enquiries related to the positions can be referred to **Mr. Charles Madisha**, or **Ms. Susan Mamahlodi** at (013) 261 8425 or **Miss Pride Matlala** at (013) 261-8466 during office hours on **Monday to Friday 07:30 – 16:30**.

- NB:**
- Ephraim Mogale Local Municipality reserves the right to fill **or** not to fill the post.
 - Reference check (Security clearance or vetting) may be conducted on the shortlisted candidates.

Closing date: 26 February 2021, 16:30. Should applicants not be notified of the outcome of their application within THREE (03) months after the closing date, they should regard their application as unsuccessful, as there will be no further correspondence with them.



MR. HM PHAAHLA
ACTING MUNICIPAL MANAGER

22-01-2021
DATE