



EPHRAIM MOGALE LOCAL MUNICIPALITY VACANCIES

Applications are hereby invited from suitably qualified persons to fill the following vacant post:

MUNICIPAL MANAGER

(Appointment to this position will be based on a fixed-term contract as contemplated in Section 57 of the Municipal System Act)

Remuneration: Negotiable

REQUIREMENTS: • A B-degree in Public Administration, Law, Finance or relevant field • At least five (5) - ten (10) years' senior management experience in Local Government • Extensive experience in Local Government Financial Management, Policy Development and Management, Strategic Planning and Implementation, Programme Management, Monitoring, Evaluation and Reporting on Service Delivery • Working knowledge of the Municipal Legislative framework and other relevant pieces of legislation • Applicable knowledge of the Performance Management System • Stakeholder management skills • Excellent innovative, visionary, analytical and communication skills. Valid driver's license.

KEY PERFORMANCE AREAS: As Accounting Officer, the incumbent of the post of Municipal Manager will be responsible and accountable for, inter alia, the following: • The development of an economical, effective, efficient and accountable administration • The management of the Municipality's administration in accordance with the Municipal Systems Act and Municipal Structures Act, as well as other applicable pieces of legislation • The implementation of the Municipality's Integrated Development Plan (IDP), Performance Management System (PMS) and other administrative and developmental programmes, and the monitoring of progress on the implementation of these programmes • Ensuring the development of sound, effective and efficient financial management systems and compliance with the Municipal Finance Management Act (MFMA) • The management of the provision of services to the local community in a sustainable and equitable manner • The promotion of sound labour relations and compliance by the Municipality with the applicable labour legislation • Advising the political structures and political office-bearers • Management of communication between the Municipality's administration and its political structures and political office-bearers • Carrying out the decisions of the political office-bearers of the Municipality • The Administration and implementation of the Municipality's bylaws and other Council policies • The implementation of national and provincial legislation applicable to the Municipality • Exercising any powers and the performance of any duties delegated by the Municipal Council, or sub-delegated by other delegating authorities of the Municipality in terms of applicable legislation.

DIRECTOR OF STRATEGIC PLANNING

(Appointment to this position will be based on a fixed-term contract as contemplated in Section 57 of the Municipal System Act)

Remuneration: Negotiable

REQUIREMENTS: • A minimum qualification of an appropriate B.Com (Hon) or relevant • Degree or equivalent NQF level 7 qualification in Economic Science or Development Science • Business Management Science is set • Minimum of five (5) years at senior and middle • Management level of which at least two (2) years must be at senior management level • The ability to provide strategic and innovative leadership • A proven ability to communicate • Negotiate in all spheres of Government, private sector and with international donors Project • Management Skills • A qualification relating to the National Treasury Competency • Requirements for Senior Officials e.g. CPMD/MFMP/ELMDP will be an advantage • Computer literate in Word, Excel and Windows 2007 programs • EB driver's license is essential.

RESPONSIBILITIES: • Directs and manages activities of Department Planning & Economic • Development which include responsibilities such as: • Co-ordination and facilitation of strategic planning of the Economic Development Process as well as the management of LED initiatives i.e. SMME's, tourism development, economic policy and research (including investments and trade promotions) • Development and implementation of land management strategies and spatial plans • Town planning and township establishment • An array of housing matters • Poverty alleviation • Promotion of social and economic development • Develops organizational and departmental vision and strategy and ensures implementation • Directs and manages performance of employees in the Department • Directs, plans and manages utilization of resources in order to perform activities. • Directs, develops and monitors systems, policies, procedures and processes to ensure correct working operations and practices.

Reports to: Director Technical Services

Manager Town Planning

Remuneration R255 419.00 p.a.

REQUIREMENTS: • NQF 6 in Town and Regional Planning or Equivalent Qualification • Driver's License • Knowledge of Computer- MS application and GIS

RESPONSIBILITIES: • Management and execution of all activities relating to town and planning in order to ensure orderly and sustainable development in the Municipal area • Evaluates application for land use changes subdivision and rezoning • Initiate new policies related to Town Planning • Give inputs for the appointment for consultants to undertake further studies • Advises developers, consultants, land owners and the general public as well as internal department on town planning principles, policies and procedures • Comments on applications for building plans, business licenses, advertising signs and alienation of municipal land regarding planning issues • Receiving and dealing with correspondence related to applications for land use • Oversee process of advertising land use application and notification of affected parties • Controls whether proposed outdoor advertising signs conforms to applicable policy and makes recommendation to the building control officer.

Application letters clearly stating the position applied for must be accompanied by certified copies of qualifications, ID copy Driver's License and a detailed CV must be addressed to: The Municipal Manager, Ephraim Mogale Local Municipality P.O. Box 111 Marble Hall 0450.

Applications can also hand- delivered to Municipal Head Office in Marble Hall town at the reception.

For more information: Contact the Personnel Section Office at (013) 261 8431 or (013) 261 8425

Closing date 05 April 2012

Should you not hear from the Municipality within three (3) months after the closing date, kindly consider your application as unsuccessful.

Note: Employment Equity candidates are encouraged to apply: Security clearance (vetting) will be conducted on shortlisted candidate.

MR. S.R. MONAKEDI - MUNICIPAL MANAGER