



EXTERNAL READVERT

The Ntabankulu Local Municipality which is situated in the Alfred Nzo region is an equal opportunity employer and requires the services of the suitable qualified person to fill in the following position. The recruitment and selection process shall be in line with the Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers issued under GN 21 as published in Government Gazette No. 37245 of 17 January 2014.

POSITION: MUNICIPAL MANAGER

DURATION: 5 YEARS FIXED TERM EMPLOYMENT CONTRACT

REMUNERATION: (Total remuneration package will be paid as per the applicable Notice No. 43122 of 18 November 2022. Total Remuneration Packages to Municipal Managers and Managers Directly Accountable to the Municipal Manager).

Total Remuneration Package: Minimum R1 007 596.00, Midpoint R1 103 450.00, Maximum R1 213 795.00

MINIMUM REQUIREMENTS

- A recognized Bachelor's degree in Public Administration/Political Sciences/Social Sciences/Law or Equivalent, obtained from the recognized tertiary institution.
- A post graduate degree will be an added advantage.
- Certificate Programme in Management Development for Municipal Finance (CPMD)
- Compliance with minimum competency levels as prescribed by National Treasury.
- A valid Code EB Driver's license and
- A minimum of 5 years' experience at senior management level and have proven successful institutional transformation within public or private sector

TYPE OF KNOWLEDGE EXPECTED TO HAVE

- 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 powers
- Good Governance
- Audit and risk management establishment and functionality
- Budget and Finance management

KEY PERFORMANCE AREAS

- Manage administration in accordance with Municipal Systems Act and other applicable legislation
- Advise political structures and office bearers, manage communication between them, and carry out their decisions.
- Implement the municipal integrated development plan, as well as the monitoring of the progress with implementation of the service delivery and development plan.
- Advising the political structures and political office bearers of the municipality on matters pertaining to administration and council.
- Carrying out the decisions of the political structures and political office bearers of the municipality as per adopted delegation framework in terms of section 59 of the Local Government: Municipal Structure Act 117 of 1998
- Promote sound labour relations and compliance with the applicable legislature
- The maintenance of discipline of staff, the management, effective utilization, and training of staff in terms of the relevant policies including the skills development policy.
- The exercise of any powers and the performance of any duties delegated by the municipal council or sub-delegated by other delegated authorities of the municipality to the municipal manager in terms of section 59 of the Local Government Municipal Structures Act 32 of 2000.
- The administration and implementation of the municipality by-laws and other legislation.
- Appointment of staff other than those referred to in section 56(a) of the Municipal Systems Act 32 of 2000 and the management of the provision of services to the community in a sustainable and equitable manner.

Note: Please note that shortlisted candidates will undergo security vetting including, inter alia, competency assessments, the verification of Curricula Vitae, qualifications, and criminal records. The successful candidate will be required to sign employment contract, annual performance agreement as well as to disclose their financial interests.

It should also be noted that this position was advertised on the 15 January 2023, therefore those who previously applied should not reapply as they will be considered during shortlisting.

The applicants must fill in the Senior Manager's application form which is obtainable in our website. The application covering letter must be accompanied by a detailed CV, originally certified copies (not old than 3 months) of academic qualifications, copy of an identity document and driver's license.

Ntabankulu local municipality is an equal opportunity affirmative action employer. It is our intention to promote representation (race, gender, and disabilities) in the municipality.

The Municipality reserves the right not to fill the advertised position, if feels not satisfied with the candidates. If Applicants do not receive communication from the municipality within 90 days from the closing date of the advert, consider your application unsuccessful, as communication shall only be to the shortlisted candidates. Applicants shall be penalized for canvassing the municipal employees or councillors or any stakeholder for appointment.

Please forward all applications to: **Cllr T. Sobuthongo, The Honourable Mayor, Ntabankulu Local Municipality, Private Bag X 504, Ntabankulu, 5130.** Or Applications may be hand delivered to the **Municipal Offices, Erf 85 Main Street Ntabankulu.** Faxed or emailed applications will not be considered. Enquiries must be directed to. S. Ntshahla (Director Corporate Services) at 0392582440/0636816825. **Closing date: 2023/04/12. Issued by:**

Cllr TP Sobuthongo Honourable Mayor:.....