

Matjhabeng Local Municipality comprises of the following towns; **Welkom; Virginia; Odendaalsrus; Allanridge; Hennenman and Ventersburg.** Matjhabeng Local Municipality subscribes to the principles of affirmative action and all accompanying regulations that seek to address the imbalances of the past.

The administrative offices of the municipality are situated at Welkom; which is 225.8 km's south of Johannesburg and 152.8 North of Bloemfontein.

Matjhabeng Local Municipality invites suitably qualified and experienced candidates to apply for the following position.

JOB ADVERTISEMENT								
JOB TITLE	MUNICIPAL MANAGER							
TERM OF APPOINTMENT	2.5 years fixed term performance based contract (contract not exceeding a period ending one years after the election of the next council of the municipality). To be appointed in terms of Section 56 and 57 of Municipal Systems Act 32 of 2000							
PLACE TO BE STATIONED	Welkom							
REMUNERATION PACKAGE	As per the Government Gazette No.42023							
	<table border="1"> <thead> <tr> <th>MINIMUM</th> <th>MIDPOINT</th> <th>MAXIMUM</th> </tr> </thead> <tbody> <tr> <td>R 1 424 447</td> <td>R 1 705 924</td> <td>R 1 987 402</td> </tr> </tbody> </table>	MINIMUM	MIDPOINT	MAXIMUM	R 1 424 447	R 1 705 924	R 1 987 402	
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REQUIREMENTS	B. Degree in Public Administration/ Political Science/ Social Sciences/ Law or equivalent • Compliance with the minimum competency levels as prescribed by the Government Gazette No. 29967 of 15 June 2007 is essential • A minimum of five (5) years' experience at senior management level, preferably in Local Government • Extensive experience in financial management, policy development and management, strategic planning and implementation, programme management, monitoring and evaluation, and reporting on service delivery • Valid driver's license.							
KNOWLEDGE	Extensive practical knowledge of legislation governing local government and other related legislation • Advanced understanding and experience in institutional governance systems and performance management (preferably in local government) • Advanced understanding of Council operations and system of delegation of powers • Understanding of good governance practices, namely internal audit, risk management, etc. • Experience in community facilitation and networking.							
PERSONAL ATTRIBUTES	Integrity, honesty, maturity and courtesy • Diplomacy and commitment to providing progressive democratic and accountable government • Strategist and excellent corporate planner • Excellent communication and motivational skills • Customer focused • Advanced negotiation skills • Analytical thinker • Diversity management skills.							
KEY PERFORMANCE AREAS	Carry out the duties of the Municipal Manager as contained in section 55 of the Municipal Systems Act 32 of 2000 • Implement the municipality's integrated development plan and monitor its progress in terms of implementation • Responsible for the formation and development of an economic, effective, efficient and accountable administration • Manage the municipality's administration in accordance with the Municipal Systems Act (MSA) and other applicable legislation • Manage the provision of services to the local community in a sustainable and equitable manner • Appoint staff other than those referred to in terms of section 56 of the MSA, subject to the Employment Equity Act 55 of 1998 • Ensure effective utilization, training and discipline of staff • Provide sound and strategic advice to political structures and political office-bearers of the municipality • Manage communication between the municipality's administration and its political structures • Exercise any powers and duties delegated by the municipal council, or sub-delegated by other delegating authorities of the municipality, to the Municipal Manager • Ensure the implementation of national and provincial legislation applicable to the municipality • Perform any other function that may be assigned by the Municipal Council.							

APPLICATIONS	<p>Interested applicants can access the regulated application form at www.matjhabeng.co.za, which must be accompanied by Curriculum Vitae, originally Certified copies of qualifications, drivers licence and ID to:</p> <p>The Executive Mayor: Cllr NW Speelman; Private Bag X707; Welkom; 9460</p> <p>(It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach proof thereof)</p> <p>NOTE: No faxed or emailed applications will be accepted.</p> <p><i>No Applications will be considered if it is not on the Official Application Form</i></p> <p><i>The Municipality will subject shortlisted candidates to reference checks; security vetting; competency based assessment over 2 day's prior appointment and to verify their qualifications.</i></p> <p><i>Direct or indirect canvassing for preferential treatment will result in automatic disqualification of affected candidate.</i></p> <p><i>Correspondence will be limited to short listed candidates only.</i></p> <p><i>Applicants who have not been contacted within 30 Days from closing date should consider their application unsuccessful.</i></p> <p>The successful candidate will be required to sign an Employment Contract on or before assumption of duty, a Performance Agreement within 60 days of appointment as well as the necessary Disclosure of Financial Interest Forms.</p>
CONTACT PERSON FOR ENQUIRIES	<p>Mr Mike Atolo: Tel: 057 391 3911</p>
CLOSING DATE OF APPLICATIONS	29 May 2020

Approved by:

Acting Executive Mayor
Matjhabeng Local Municipality