

Matjhabeng Local Municipality



The Matjhabeng Local Municipality is seeking an innovative, self-driven person who can represent the Municipality at the highest levels to fill the following fixed-term position:

MUNICIPAL MANAGER

The appointment will be made in terms of the Municipal Systems Act, as amended, read together with the Municipal Performance Regulations and the National Treasury Gazetted Competency Regulations.

Requirements: • Bachelor's degree in Public Administration/Political Sciences/Social Sciences/Law or equivalent • Minimum of 5 years at Senior Management level • Proven successful institutional transformation within the public or private sector • Advanced knowledge and understanding of relevant policies and legislation • Advanced understanding of institutional governance systems and performance management • Advanced understanding of Council operations and delegation of powers.

Key performance areas: • Good governance • Audit and risk management establishment and functionality • Budget and finance management.

Required Minimum Competency Level in Unit Standards to be Achieved

The appointee will be required, as a condition of his/her appointment, to have obtained/or exhibit competence in the following Financial and Supply Chain Management Competency Areas before 30 September 2015:

| Financial and Supply Chain Management Competency Areas | Required Minimum Competency Level in Unit Standards |
|---|---|
| Apply the Principles of Budgeting within a Municipality | Unit Standard 116345 |
| Apply Costing Principles to Municipal Operational and Service-based Costing | Unit Standard 116340 |
| Apply Approaches to Managing Municipal Income and Expenditure within a Multi-year Framework | Unit Standard 116342 |
| Apply the Principle of Ethics in a Municipal Environment | Unit Standard 116343 |
| Apply the Inter-Governmental Fiscal Relations Act to Municipal Financial Management | Unit Standard 116344 |
| Conduct Auditing Planning and Implementation in a South African Municipality | Unit Standard 116351 |
| Conduct Performance Management in a South African Municipal Environment | Unit Standard 116341 |
| Design Internal Control and Internal Evaluation Framework | Unit Standard 116357 |
| Apply Risk Management in South African Municipalities | Unit Standard 116339 |
| Manage Information Technology Resources in a Municipal Finance Environment | Unit Standard 116360 |

Failure to obtain/exhibit the required competencies as set out herein may result in the termination of the appointee's services as of 30 September 2015, in terms of the prohibition on employment of financial officials not meeting competency levels as per clause 18 of Government Gazette No 29967, dated 15 June 2007, unless agreement is obtained from National Treasury for extension of such date, as per National Treasury's Circular No 60.

Competencies in the KPA are listed below:

- Strategic leadership and management
- Risk and change management
- Legislation, policy and implementation
- Stakeholder relations
- Supply Chain Management
- Audit and assurance
- Mediation
- Governance and leadership
- Competencies as required by other national line sector departments
- Exceptional and dynamic creativity to improve functioning of the Municipality
- Governance, ethics and values in financial management
- Financial management
- Operational financial management
- Programme and project and project management
- Problem-solving and analytical skills
- People management and empowerment
- Knowledge management
- Communication
- Change management
- Service delivery innovation
- Client orientation and customer focus
- People Management

Remuneration

Remuneration will be as per Government Notice No 225, Local Government: Municipal Systems Act, 2000 (Act No 32 of 2000), upper limit of total remuneration package payable to Municipal Managers and Managers directly accountable to the Municipal Manager.

Enquiries: Senior Manager, Office of the Executive Mayor, Mr N Mtirara, tel. (057) 391-3231.

Interested and well-qualified persons should address their applications, together with comprehensive Curriculum Vitae, certified copies of qualifications and names of at least 3 contactable referees to the Acting Executive Director: Corporate Support Services, PO Box 708, Welkom 9460, marked "Confidential" - Municipal Manager post." Alternatively, applications can be hand delivered to the Office of the Acting Executive Director: Corporate Support Services, Second Floor, Civic Centre, Matjhabeng Local Municipality.

Non-submission of the required supporting documentation may disqualify a candidate. Candidates are advised that the obligation rests upon them to demonstrate that they meet minimum requirements specified for the post. Any candidate who does not meet the minimum requirements will automatically be disqualified. Applications received via fax will not be considered.

Canvassing with Councillors and officials is not permitted and proof thereof will result in disqualification.

Short-listed candidates will be subjected to a vetting process to determine suitability. Applicants submitting their Curricula Vitae in terms of this advertisement specifically agree and authorise Matjhabeng Local Municipality and/or its representatives to undertake the necessary confirmation/certification of any information or documents in the Curriculum Vitae or required for vetting of suitability by Matjhabeng Local Municipality.

Matjhabeng Local Municipality reserves the right not to fill any or all positions advertised at the sole discretion of Council.

The Matjhabeng Local Municipality subscribes to the principles of employment equity.

Closing date: 12 September 2014.

Should applicants not be notified of the outcome of their applications within 30 days of the closing date, they should regard their applications as having been unsuccessful.

S Ngangelizwe - Executive Mayor