



MADIBENG LOCAL MUNICIPALITY



VACANCIES

Madibeng Local Municipality with its administration offices in Brits hereby invites suitably qualified candidates to apply for the following vacancies:

DIRECTORATE COMMUNITY SERVICES

DIRECTOR: COMMUNITY SERVICES

TOTAL REMUNERATION PACKAGE: will be in terms of Government Gazette No. 43122 dated March 2020 i.e. R 1 156 263 (minimum) or R 1 376 505 (midpoint) or R 1 596 747 (maximum) per annum and the incumbent will report to the Municipal Manager. It is expected of the incumbent to re-structure his/ her salary

TERM OF APPOINTMENT: The term of appointment of the Director: Community Services will be permanent. The incumbent will be expected to sign an employment contract and a performance agreement, complete disclosure of financial interest form, undergo competency assessment and vetting.

KEY REQUIREMENTS: Bachelor Degree in Social Sciences/ Public Administration/ Law; or equivalent. Five (5) years' experience at middle management level. Added advantage: registration with the South African Council for Social Services Professional (SACSSP), or recognised relevant professional body will be an added advantage. Certificate in Municipal Finance Management Program (MFMP) SAQA qualification (ID No. 48965) or Certificate Program in Municipal Development (CPMD) or attain the qualification within 18 months from the date of appointment. The incumbent should have proven successful institutional transformation with the public or private sector.

KNOWLEDGE: Good knowledge and understanding of relevant policy and legislation. Good knowledge of and understanding of institutional governance systems and performance management. Understand of council operations and delegation of powers, as well as – Cemetery Management, Parks and recreation management.

KEY PERFORMANCE AREAS: Provide strategic leadership in the Community Services Directorate. To assist in the implementation of the Municipality Integrated Development Plan. Manage the department's administration in accordance with the Systems Act and all other applicable legislation. Implement National and Provincial legislation applicable to the municipality insofar as the department is concerned. Assist and support the Accounting Officer with the roles and responsibilities delegated to the Directorate. Develop and continuously evaluate short and long term strategic objectives of the Municipality. Ensure policy development, research and compliance. Develop and monitor systems, procedures and processes to ensure correct working operations and practices. Develop and implement the departmental SDBIP. Compile and implement Departmental budget. Provide inputs and support towards preparation of IDP to ensure alignment and efficient performance. Formulate and create solutions to enhance cost effectiveness and efficiency in the delivery of services to local Community. Assist and support the Accounting Officer in performing the roles and responsibilities delegated to the Directorate.

NB: All candidates must possess a Certificate in Municipal Finance Management or Certificate Program in Municipal Development (CPMD) in line with Minimum regulations on competency level of 2007

The offer of remuneration for all senior managers' positions will be determined by competence and current salary earnings read together with the guidelines as set out in Notice 1224 of 2018.

Applications must be submitted on the official application form for senior managers (the form is obtainable from www.madibeng.gov.za), and must be accompanied by a comprehensive and typewritten or legible Curriculum Vitae; certified copies of relevant certificates, identity document, driver's license and a covering letter. All applications must be addressed to: The Acting Municipal Manager, Madibeng Local Municipality; Senior Managers' Vacancies; PO Box 106, Brits, 0250 or hand delivered at 6th Floor, Office of the Municipal Manager; Municipal Offices, 53 Van Velden Street, Brits. Faxed or emailed applications will not be considered. Applications without relevant documents will not be considered. Communication will be limited to shortlisted candidates. Applicants from previously disadvantaged groups are encouraged to apply.

Council reserves the right to withdraw, amend and /or suspend the process at any time when necessary. Kindly direct any enquiries for these positions to the Office of Municipal Manager at (012) 318-9220/9212.

Closing date 31 March 2023 at 16H00

James Keatlegile Mashigo: **Municipal Manager (Acting)**
CIVIC CENTRE | 53 VAN VELDEN STREET | BRITS
Tel: (012) 318-9100/9200 | Fax: (012) 318-9203 | Email: customer@madibeng.gov.za



"Madibeng, the Prosperous Platinum and Green Tourism City"