

VACANCY ADVERTISEMENT



LESEDI LOCAL MUNICIPALITY, with its Head Office situated in HEIDELBURG, Cnr HF Verwoerd and Louw Street, invites suitably qualified candidates to apply for the following positions:

CLUSTER: OFFICE OF THE MUNICIPAL MANAGER

DEPARTMENT: OFFICE OF THE MUNICIPAL MANAGER

POSITION: MUNICIPAL MANAGER - 5 YEAR FIXED TERM CONTRACT. The candidate to be appointed will be stationed at the Head Office: Corner HF Verwoerd and Louw, Streets in Heidelberg.

SALARY Remuneration Package: Minimum R 1 160 847 - Midpoint R 1 349 824 - Maximum R 1 538 800
As stipulated in Government Gazette 43122 of 20 March 2020 in respect of a category 4 municipality (Regulations on Upper Limits of Total Remuneration Packages to MM's and Managers Directly Accountable to MM's). Salary may be structured in terms of the employment contract. Pay scale will be determined by competence.

REQUIREMENTS As contemplated in Government Gazette 41996 No, 1146 of 26 October 2018, read with Government Gazette 37245 Notice 21 of 17 January 2014 (Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers).

At least a Bachelor degree or a relevant qualification registered on the National Qualifications Framework at a NQF level 7 with a minimum of 360 credits. Municipal Finance Management Programme (MFMP). Candidates who are not in possession of the MFMP will be given an opportunity to obtain such certificate within 18 months; if appointed.

COMPETENCIES **Leading Competencies** in Strategic Direction and Leadership, People Management, Program and Project Management, Financial Management, Change Leadership and Governance Leadership. **Core Competencies** in Moral Competence, Planning and Organising, Analysis and Innovation, Knowledge and Information Management, Communication, Results and Quality Focus. **Financial Competencies** in Strategic Leadership and Management, Strategic Financial Management, Operational Financial Management, Governance, Ethics & Values in Financial Management, Financial and Performance Reporting, Risk and Change Management, Project Management, Legislation, Policy and Implementation, Stakeholder Relations, Supply Chain Management, Audit and Assurance.

EXPERIENCE: 5 years' relevant experience at Senior Management level.

DUTIES As the Accounting Officer and Head of Administration, the incumbent will take responsibility for overall performance in the following areas: Formulating and developing an economically sustainable, effective and efficient Integrated Development Plan. Developing and implementing the Municipality's Performance Management System. Managing the Municipality's administration in accordance with the Constitution of the Republic, Local Government Municipal Finance Management Act, Municipal Systems Act, and other relevant legislation applicable to Local Government. Managing the provision of services to communities in a sustainable and equitable manner. Facilitating the participation of the local communities in the affairs of the Municipality. Developing and maintaining a system to assess community satisfaction with municipal services. Managing, appointing and maintaining staff discipline. Ensuring effective and efficient utilisation of the resources of the Municipality. Promoting sound labour relations and compliance by the Municipality with applicable labour legislation. Advising Office-bearers about the legal implications of Council decisions. Managing communication between office-bearers and personnel. Administering and overseeing the implementation of Council resolutions. Administering and overseeing the implementation of municipal policies, by-laws and other relevant provincial and national legislation. Ensuring sound management of all assets, income and expenditure of the Municipality. Managing liabilities of the Municipality in an efficient and effective manner. Implementing the strategic goals for the Municipality through cooperative and innovative teamwork.

APPLICATIONS Please note that transport and accommodation costs, to and from Lesedi, are not reimbursed. Lesedi Local Municipality is an equal opportunity, affirmative action employer and is committed to the achievement and maintenance of representativeness (race, gender, disability). Candidates whose appointment will promote representativeness will be given preference. The successful candidate will be required to sign a 5 year fixed-term contract with the municipality as well as an annual Performance Agreement. The successful candidate will further be required to disclose their financial interest annually. Applications must be submitted on the official application form as provided in Regulation 11 of Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers Gazette Number 37245. The form is available on the website of the municipality www.lesedilm.gov.za

Applications in sealed envelopes must be hand-delivered to the Office of the Executive Mayor: Corner HF Verwoerd and Louw Street, Heidelberg during office hours only. All enquiries relating to job content can be directed to: Nerina Ramsamy, Telephone: 016 492 0207 or nerinar@lesedi.gov.za. All shortlisted candidates will be subjected to background screening checks (verification of qualifications, criminal record checks and security vetting). Candidates with foreign qualifications must submit a letter from SAQA stating the equivalence of the qualifications. Due to the large number of applications we envisage to receive, applications will not be acknowledged. If you do not receive any response within three (3) months, please accept that your application was unsuccessful.

Applications can also be posted to: P.O Box 201, Heidelberg, 1438

Notice No: 7/2022 • Reference No: 4/3/31

CLOSING DATE: 03 MARCH 2022

NB: THE COUNCIL RESERVES THE RIGHT NOT TO MAKE AN APPOINTMENT TO THE ABOVE POSITION