



Thaba Chweu Local Municipality

Thaba Chweu Local Municipality hereby invites applications from committed, self-driven, motivated, service delivery-orientated and high-performance professionals / practitioners who want to build careers in the areas of specialization mentioned herein through rendering high quality services within the Thaba Chweu Municipality.

EXTERNAL VACANCY
POSITION: MUNICIPAL MANAGER
WORK STATION: LYDENBURG

REMUNERATION PACKAGE: R1,160,847 (minimum); R1,349,824 (midpoint) and R1,538,800 (maximum), plus remote allowance of 4% As per Government Gazette No: 43122 of 20 March 2020 on the determination of upper limits of total remuneration package payable to municipal managers and managers directly accountable to municipal managers.

This position is for a fixed term of employment up to a maximum of five (05) years not exceeding a period ending one year after the election of the next council of the municipality in accordance with section 57(6) of Local Government: Municipal Systems Act, 2000 (Act no. 32 of 2000).

REQUIREMENTS: Bachelor's Degree in Public Administration /Political Sciences/Social Sciences/Law or equivalent. A Postgraduate degree would be added advantage. Compliance with the minimum competency levels as prescribed by the Government Gazette No. 29967 of 15 June 2007 is essential. Candidates who are not in possession of Municipal Finance Management Act minimum competency certificate will be given an opportunity to obtain such certificate within 18 months if appointed. A minimum of (5) five 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. A valid driver's licence free from endorsement is required.

KNOWLEDGE AND SKILLS: 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 of powers; must meet competency levels for Senior Managers as published in Government Gazette no 37245 dated 17 January 2014. Sound Knowledge and expertise in financial management discipline is essential, which includes financial administration, Treasury regulations, budgeting, information systems, procurement, and transformation.

KEY PERFORMANCE AREAS: As Head of Administration and the Accounting Officer, take responsibility for overall institutional performance and strategic planning and ensure that a strategic management culture exists within the institution • Transform the organisation into one that is developmentally focused • Inform and develop an economical, effective, efficient and accountable administration • Manage administration in accordance with Municipal Systems Act and other applicable legislation • Implement an Integral Development Plan and monitor its progress • Advise political structures and office-bearers, manage communication between them, administer and carry out their decisions • Implement the Municipality's Integrated Development Plan, establish a performance Management System and ensure adherence thereto • Advise the political structures and political office bearers of the Municipality on matters pertaining administration and council • Carry out the decisions of the political structures and political office bearers of the Municipality as per the adopted delegation framework in terms of Section 59 of the Local Government Municipal Systems Act • Promote sound labour relations and compliance by the Municipality with applicable legislation • Maintain the discipline of staff • Manage, effectively utilise and train staff In terms of the relevant policies, including the skills development policy • Administer and implement the municipal by-laws and other legislation • Staff recruitment, selection and training, capacity building and overall supervision in accordance with Municipal Staff Regulations 2021. Establish administrative and Operational protocols, governance ethics and values in financial management.

NOTE: The successful candidate will undergo security, qualifications vetting and competency assessment in terms of Annexure A (Competency Framework Structure of Senior Managers) of notice no.21 Government Gazette No:37245 of 17 January 2014 and enter into an employment contract/performance agreement with the municipality and will be subjected to disclosure of financial interests, as requested must be submitted. Correspondence will be limited to shortlisted candidates. Applications must be on a prescribed Thaba Chweu Application form for Employment for Senior Managers available from municipal website: www.tclm.gov.za or accessed physically from Records section in municipal head office.

Applications should be directed to the **Executive Mayor, Thaba Chweu Municipality, P.O Box 61, Lydenburg, 1120** or Hand delivered applications at the **Civic Centre, corner of Viljoen and Sentraal Street, Lydenburg, 1120** at **Records Division**. Faxed or e-mailed applications will not be considered. Enquiries should be directed to **Mrs CG Dippenaar** Assistant Manager Human Resources at **(013) 235 7300 during office hours 07h30-16h00**. Thaba Chweu Municipality is committed to the achievement and maintenance of diversity and employment equity especially in terms of race, gender and disability. Applicants from these designated groups are encouraged to apply. Preference will be given to the candidates who have experience as required by the position. If you do not hear from us in three (3) months after the closing date, kindly accept that your application was unsuccessful.

Thaba Chweu Local Municipality reserves the right to appoint or not to appoint any person.

CLOSING DATE: 30 SEPTEMBER 2022 @ 16H00

CLLR MF NKADIMENG - EXECUTIVE MAYOR
Notice 12/2022-23