



# MASILONYANA

MUNICIPALITY

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**Masilonyana Local Municipality subscribes to Affirmative Action and Employment Equity, with its Head Office in Theunissen in the Free State Province, invites suitably qualified and experienced candidates to apply for the following vacant positions**

## MUNICIPAL MANAGER

**CONTRACT:** Performance based employment contract linked to the term of the current Council.  
**SALARY:** all inclusive remuneration package of between R885 394 (minimum), R994 824 (midpoint), R1'104 255 (maximum) as per as per Government Notice no 40118 of 04<sup>th</sup> July 2016

**The appointment will be made in compliance with the provisions of sections 54A & 57 of the Local Government: Municipal Systems Amendment Act 7 of 2011**

### Qualifications:

A Bachelor degree in Public Administration/ Political Sciences/ Social Sciences or Law. Must meet the competency levels as published per Government Gazette no 29967 dated 15 June 2007.

### Requirements:

The required experience should be 5 years at middle management level preferably in local government and have proven successful management experience in administration. Valid driver's license is essential. Registration with a relevant professional body will serve as an added advantage.

### Key Competencies:

Form and develop an economical, effective, efficient, accountable and performance driven administration for the municipality; Manage the municipality's administration in accordance with the provisions of the Local Government Systems Act and other legislation applicable to Local Government; Administer the Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Manager; Implement the municipality's IDP, and to monitor the progress with the implementation thereof; Implement the municipality's Performance Management System; Manage the provisions of services to communities, residents and ratepayers in a sustainable manner; Control and manage the effective utilization and training of staff; Maintain discipline of staff; Promote sound labour relations and compliance by the municipality to applicable labour legislation, conditions of service and collective agreements; Advise the structures and functionaries of the municipality; Manage the communication between the municipality's administration and its structures and functionaries; Carry out the decisions of the structures and functionaries of the municipality; Administer and implement the municipality's by-laws and policies; Implement national and provincial legislation applicable to the Local Government; Facilitate participation by communities, residents, ratepayers and other stakeholders in the affairs of the municipality; Approve the use of council's facilities by members of the council in accordance with policy; Develop the staff establishment within a policy framework determined by the Council; Advise the executive committee, in accordance with the envisaged consultative process, on section 56 appointments; Appoint staff below the level of section 56 Managers in accordance with the municipal recruitment policy; Be responsible for all the income and expenditure of the municipality; Be responsible for all assets and the discharge of all liabilities of the municipality; Be responsible for proper and diligent compliance with the MFMA and other legislation; Consider appeals from a person whose rights are affected by a decision taken under delegated authority of a staff member other than the Municipal Manager, provided that the decision by the Municipal Manager may not retract any rights that may have been accrued as a result of the original decision.

### Knowledge:

- Advanced knowledge and understanding of relevant policy and legislation;
- Advanced knowledge of institutional governance systems and performance management;
- Advanced understanding of council operations and delegation of powers;
- Good governance;
- Audit and risk management establishment and functionality; and
- Budget and finance management

**Benefits:** Performance bonus in terms of Council's Performance Management System.

**Conditions:** In terms of Government Gazette No. 37245 of 17 January 2014

**N.B:**

- Applications for the above vacant posts must be submitted on an official application form, available on the municipal website ([www.masilonyana.fs.gov.za](http://www.masilonyana.fs.gov.za)) or from **Masilonyana Local Municipality offices in Theunissen**, accompanied by detailed curriculum vitae with certified copies of ID and qualifications. **No applications will be considered if it is not on the official application form.**
- The appointed candidates will be stationed in Theunissen (Head Office); Council reserves a right to place and move candidates anywhere in the municipality.
- Successful candidate will be required to sign employment contract on or before assumption of duty, a performance agreement within 60 days of appointment and disclosure of financial interest and also to undergo security vetting.
- It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach the proof thereof.
- If you have not been contacted within 3 months of the closing date of the advertisement, please accept that your application is unsuccessful.
- The successful candidates will report directly to the Municipal Manager
- Shortlisted/ recommended candidates will be subjected to a competency based assessment over 2 day's prior appointment.
- The municipality reserves a right not to appoint any applicant to this position. No late, faxes or e-mailed applications will be accepted.
- **No travelling allowance will be paid to any candidates invited for interviews.**

**The above appointments will be made in compliance with the provisions of sections 56 & 57 of the Local Government: Municipal Systems Amendment Act 7 of 2011**

**Benefits:** Performance bonus in terms of Council's Performance Management System.

**Conditions:** In terms of Government Gazette No. 37245 of 17 January 2014

**Closing Date: 30 June 2017**

No late, faxes or e-mailed applications will be accepted

**Please forward your application to:**

**The Mayor: Ms N.A. Mochana**

Masilonyana Local Municipality  
P.O. Box 8/Corner Leroux Street  
Theunissen  
9410

**Enquiries:** The Mayor Tel: 057 733 0106

**CLLR N.A. MOCHANA  
THE MAYOR**