



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

DIRECTOR CORPORATE SERVICES

CONTRACT: Five year performance based contract.

SALARY: all inclusive remuneration package of between R726 954 (minimum), R816 803 (midpoint), R906 651 (maximum) as per as per Government Notice no 40118 of 04th July 2016

Qualifications:

A B degree in Public Administration/ Management Sciences/ Law or relevant qualification, extensive and practical knowledge of Local Government will be an added advantage. Must meet the competency levels for senior managers 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;

Added Advantage:

Registration with the recognised relevant professional body will serve as a strong recommendation. Valid driver's licence and computer literate.

Key performance areas:

Lead and manage staff within the Department to enable them to meet their objectives; Render consulting services to administrative management as well as the political structure; Lead and manage the legal section so that the Council is proactively protected and that by-laws and other legal documents are suitably drafted; Lead and manage the Secretariat Services so that the Council is provided with an effective committee service, its resolutions are executed and that general council administration operates efficiently; Manage and Co-ordinate the flow of information and correspondence from internal and external sources; oversee the implementation of the Labour Relations Acts, Basic Conditions of Employment Equity and Skills Development Acts, as well as plans developed for the legislation; Develop a performance management system for the Municipality, Manage the Human Resources and the labour relations of the Municipality.

DIRECTOR INFRASTRUCTURE AND TECHNICAL SERVICES

CONTRACT: Five year performance based contract.

SALARY: all inclusive remuneration package of between R726 954 (minimum), R816 803 (midpoint), R906 651 (maximum) as per as per Government Notice no 40118 of 04th July 2016

Qualifications:

A Bachelor of Science degree in Engineering/ BTech: Engineering. The competency levels for senior managers as published per Government Gazette no 29976 dated 15 June 2007 are essential.

Requirements:

5 years relevant senior management experience preferably in local government.

Added Advantage:

Registration with the Engineering Council of South Africa is recommended. Valid driver's licence and computer literate.

Key Performance Areas:

Formulate and provide strategic direction in various engineering matters and report to the municipal manager for the enhancement of service delivery. Motivate for the funding of engineering related projects, projects costing and management. Liaise with national and provincial government departments. Align departmental plans and objectives

with the municipal integrated development plan and strategic objectives. Assist the accounting officer to achieve corporate targets to the provision of rendering service delivery to the local municipality. Participate in preparing the integrated development plan of the municipality. Prepare reports to Portfolio committees, Executive committee and council. Attend to human resources and administrative matters of the department be responsible for performance management of the department. Plan and implement infrastructure funding from different sources. Responsible for the implementation of grants such as MIG, RBIG etc. Coordinate and manage water, sanitation, electricity and roads projects. Advise council of new developments on infrastructure and service delivery. Manage Maintenance of municipal infrastructure.

DIRECTOR PLANNING & LED

CONTRACT: Five year performance based contract.

SALARY: all-inclusive remuneration package of between R726 954 (minimum), R816 803 (midpoint), R906 651 (maximum) as per as per Government Notice no 40118 of 04th July 2016

Qualifications:

An appropriate Bachelor's degree in Commerce/ Public Administration or Law or BTech in Development Planning/Town and Regional Planning /Local Economic Development. The competency levels for senior managers as published per Government Gazette no 29976 dated 15 June 2007 are essential

Requirements:

5 years relevant senior management experience preferably in local government.

Added Advantage:

Registration with a recognised relevant professional body will serve as a strong recommendation. Valid driver's licence and computer literate.

Key Performance Areas

Town and regional planning • Manage and regularly update the Housing Sector Plan • Manage conditional grants related to planning/Local Economic Development and lobby for external funding for development • Housing and property management • Ensure implementation of IDP strategic objectives of the Department • Draft and ensure implementation of a Departmental strategic plan and SDBIP • Prepare and control the Departmental budget • Align Council activities and municipal strategies to Provincial Growth and Development Strategy (PGDS) and National Development perspective (NDP) • Facilitate and coordinate LED tourism objectives into the IDP process within the Municipality • Manage the development and implementation of strategy for LED and tourism • Facilitate and coordinate investment promotion within the Municipality • Facilitate and develop key growth sections of the economy within the Municipality • Manage, facilitate and coordinate SMMEs, BEE, cooperatives and entrepreneurship development • Assist in promoting skills development and understanding in the area of economic development • Monitor the Municipality's performance in relation to LED and tourism • Facilitate the development of holistic economic research programme aimed at boosting LED and tourism initiatives and understanding within the Municipality • Prepare business plans to source funding for implementation of LED projects • Design and implement SMME support programmes • Liaise with government departments, companies, NGOs and District Forums.

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) 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.

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

Please forward your application to:

The Administrator: Mr RS Kau
Masilonyana Local Municipality
P.O. Box 8
Theunissen
9410

Closing Date: 30 June 2017

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

Enquiries: The Acting Municipal Manager Tel: 057 733 0106/7/8

**MR RS KAU
ADMINISTRATOR**