



MASILONYANA LOCAL 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 suitable qualified and experienced candidates to apply for the following positions, reporting directly to the Municipal Manager. The successful candidates will be appointed on a permanent basis and will be stationed at the head office in Theunissen, but may be placed anywhere within the municipal jurisdiction, based on operational requirements.

SALARY: All-inclusive remuneration package between Minimum R R965 958.00 Midpoint R1 103 953.00 and Maximum R1 224 083.00, as per the new upper limits No: 50737 of 30 May 2024.

BENEFITS: Performance bonus in terms of Council's Performance Management System and all applicable Regulations of the Municipal Systems Act.

DIRECTOR COMMUNITY SERVICES

Center: Masilonyana Local Municipality, Theunissen: Free State

Reporting to the Municipal Manager, the Director Community Services is a custodian of Disaster Management, Parks and Cemeteries and Sports and Recreation. The position operates at a strategic level; the incumbent will assume overall responsibility for strategic direction and leadership of the Directorate.

Minimum Qualifications

- Bachelor's Degree in Social Sciences/Public Administration/Law or equivalent;
- Certificate in Municipal Financial Management Program as prescribed by National Treasury, Government Gazette No 29967 dated 15 June 2007

Experience Required:

- At least Five (5) years' experience in middle management position in Local Government level;
- Have proven successful institutional transformation within public or private sector.

Knowledge:

- Good knowledge and understanding of relevant policy and legislation;
- Good knowledge and understanding of institutional governance systems and performance management;
- Understanding of council operations and delegation of powers, as well as:
 - Health Service Management;
 - Cemetery management
 - Public Safety, and

- Parks and recreation management.

Skills and competencies

- Extensive planning and management skills, good interpersonal skills, negotiation skills, conceptual and analytical skills
- Excellent communication and report writing skills
- Knowledge and understanding of MS Word, Excel and PowerPoint
- A valid driver's license

Added Advantage:

- Registration with the South African Council for Social Service Professionals (SACSSP), or similar recognised relevant professional body will serve as a strong recommendation. Computer literate. Extensive and practical knowledge of Local Government

Key performance areas

- Manage the entire Community and Social Services Directorate and provide advice on Local Government legislative Prescripts.
- Strategic planning, organizing, lead and controlling all activities of the Directorate.
- Draft and control Directorate's activity-based budget.
- Develop and implement the Directorate SDBIP, lead and direct staff to ensure implementation.
- Develop strategies that enhance service delivery in the municipality and promote good relations and participation of beneficiaries.
- Responsible for all assets, income and expenditure related to the Directorate.

Applications:

- Interested applicants can access the regulated application form at www.masilonyana.fs.gov.za or from Masilonyana Local Municipality offices in Theunissen, which must be accompanied by Curriculum Vitae, originally Certified copies of qualifications, driver's licence and ID (not older than 3 months). No Applications will be considered if not on the official Application Form;
- It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach proof thereof. No faxed or emailed applications will be accepted.
- The Municipality will subject shortlisted candidates to reference checks; security vetting; verification of qualifications, and a competency-based assessment over 2 days prior appointment. The applicant gives consent that their personal information may be accessed for verification purposes in adherence to the POPI Act.
- Direct or indirect canvassing for preferential treatment will result in automatic disqualification of the affected candidate.
- Correspondence will be limited to short-listed candidates only.
- The successful candidate will be required to sign an Employment Contract on or before assumption of duty, a Performance Agreement, Disclosure of Financial Interest Forms within 60 days of appointment and annually thereafter within 30 days of the beginning of a financial year. Fraudulent qualifications, information or documents will disqualify any applicant.
- You are further advised that the Council has the right not to appoint any candidate if it is in its view that no suitable candidate could be found.

- If you have not been contacted within 3 months of the closing date of the advertisement, please accept that your application is unsuccessful. Only SA citizens or permanent residents with no criminal record are eligible to apply.
- The successful candidate will be reporting directly to the Accounting Officer.
- On appointment the appointee should not be holding any political office in a political party whether in a permanent, temporary or acting capacity.
- Fraudulent qualifications, information or documents will disqualify any applicant,
- Council reserves the right to place and move the candidate anywhere within the municipal jurisdiction.
- The Council will NOT pay Travelling Costs for attending interviews.
- **APPLICANTS WHO HAD PREVIOUSLY APPLIED FOR THE POSITION ARE ADVISED TO RE-APPLY.**

Please forward your application to:
The Municipal Manager
Masilonyana Local Municipality
P.O. Box 8
Theunissen
9410

Or hand delivered at:
Corner Leroux and Theron Street
Theunissen

Closing date 06 May 2025 at 16h00 (Closing date must be a minimum of 14 days and Maximum of 30 days from the date of publication).

Enquiries: Municipal Manager: Mr M.J Matlole or mm@masilonyana.co.za
mojalefa.matlole@gmail.com

Mr M.J Matlole
Municipal Manager