


POSTAL ADDRESS
 P.O. Box 31
 Qumbu
 5180





PHYSICAL ADDRESS
 96 Church Street
 Qumbu
 5180

Ifoni/Tel: 047-5537000

E-mail:

Imibuzo/Enquiries: *L. Matiwane*

Ifax/Fax: 047-5530189

Mhlontlo Local Municipality

Mhlontlo Local Municipality invites suitable qualified candidates to apply for the following vacant position

Director: Community Services

5-YEAR FIXED-TERM EMPLOYMENT CONTRACT

REMUNARATION: AN ALL INCLUSIVE, ATTRACTIVE AND COMPETITIVE REMUNERATION PACKAGE WILL BE PAID IN ACCORDANCE WITH GOVERNMENT GAZETTE NO 40117 OF 1 JULY 2016 ON UPPER LIMITS OF TOTAL REMUNERATION PACKAGES PAYABLE TO MUNICIPAL MANAGERS AND MANAGERS DIRECTLY ACCOUNTABLE TO MUNICIPAL AMANAGERS.

Minimum requirements:

- Bachelor Degree in Social Science/Public Administration/Law, or equivalent
- 5 years' experience at senior management level
- Have proven successful institutional transformation within public or private sector
- 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
- Registration with the South African Council for Social Service Professionals (SACSSP), or similar recognized relevant professional body will be an added advantage
- Valid Code 08(EB) driver's licence

Note: Candidates who are not in possession of the CPMD/MFMP in line with notice 29967 of 15 June 2007 on Municipal Regulations on Minimum

Competency Levels will be given an opportunity to obtain such competency within 18 months if appointed. Please also note that shortlisted candidates will undergo security vetting including, inter alia, competency assessments, the verification of Curricula Vitae, qualifications and criminal records. The successful candidate will be required to sign an employment contract, annual performance agreement as well as to disclose their financial interests.

Roles and responsibilities

The incumbent will be responsible for provision of effective and efficient use of Community Services Department resources and include the following duties:

- Provide strategic leadership and management in the Community Services Department
- Responsible for community services functional areas, namely health service management, public safety (which includes traffic management, security management and law enforcement), waste management, parks and recreation management and library services
- Oversee review and development of community services related policies
- Give input towards preparation of the IDP and SDBIP
- Compilation, implementation, monitoring and reporting on departmental budget

Knowledge and Attributes

- Strategic leadership and management
- Strategic financial management
- Good governance ethics and values
- High level of written and verbal communication
- A high level of emotional intelligence
- Proven ability to communicate and negotiate in all spheres and levels of government
- Ability to meet deadlines
- Attention to detail
- Ability to work under pressure
- Proven ability to provide strategic and innovative leadership
- Strategic thinking and analysis

NB: Mhlontlo Local Municipality is an Affirmative Action employer. Should candidates not hear from the municipality after 3 months from the closing date, they may regard themselves as having been unsuccessful. Canvassing of politicians and municipal officials will automatically disqualify the candidate.

Enquiries regarding the above post should be directed to the Human Resources Department at 047 553 7000 during office hours. Contact person: Mr L. Matiwane:
Director: Corporate Services

Closing Date: 14 July 2017
Time : 16H30

Applications forms in terms of the regulations on appointment of senior managers are available from Human Resources department during working hours or can be downloaded from Mhlontlo local Municipality website. Failure to submit application in the required application form as detailed above will result in the non-consideration of the candidate.


Application forms with CVs and Certified copies of certificates must be posted to or hand delivered to:

Municipal Manager
Mhlontlo Municipality 96 LG Mabindla
P.O.Box 31 Qumbu
5180 5180

Phone: 047 553 7000

Faxed, emailed and late applications will not be considered

Yours faithfully


SG Sotshongaye
Municipal Manager