

**POSTAL ADDRESS**

P. O Box 31  
Qumbu  
5180

**PHYSICAL ADDRESS**

96 Church Street  
Qumbu  
5180

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## Mhlontlo Local Municipality

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

### OFFICE OF THE MUNICIPAL MANAGER MUNICIPAL MANAGER

**CONTRACT: TWO (2) YEARS AND SIX (6) MONTHS**

**ALL INCLUSIVE PACKAGE: MIN; R 988 264 MIDPOINT; R1 1110 409 Max; R 1 232 554.**

**ADVERTISED: National Paper Daily Dispatch, Local Paper, Internal and Website.**

**MINIMUM REQUIREMENTS:** A Bachelor Degree in Public Management / Political Sciences / Social Science / Law or equivalent • Five (5) years' relevant experience at Senior Management Level and have a proven successful institutional transformation with public or private sector. Advance knowledge and understanding of relevant legislation • Advance understanding of institutional governance systems and performance management system • Advanced understanding of council operations and delegations of powers • Good Governance • Audit and risk a management establishment and functionality and • Budget and finance management • Willingness and ability to work over and above call of work and under pressure.

**KEY RESPONSIBILITIES:** •The development and management of an economically effective, accountable administration which is equipped to implement the municipality's integrated development Plan (IDP), to operate in accordance with the municipality's performance management system (PMS) and to understand the needs of the local community •The management of the provision of services to the local community in a sustainable and equitable manner •The appointment training discipline and effective utilisation of staff •Good the promotion of sound labour relations and compliance with applicable legislation • Advising the political structures and political office bearers, managing communication between parties as well as carrying out their decisions • The administration and implementation of the municipality's by- laws and other legislation • Exercising of any power and performing any duties delegated by the municipal council , or by other delegating authorities of the municipality • Facilitating participation by the local community in the affairs of the municipality • Developing and maintaing a system for the assessment of community satisfaction with municipal services • The performance of any other function that may be assigned by the municipal council as accounting officer • Responsible for income and expenditure of the municipality, all assets, the discharge of all liabilities of the municipality, all assets, the discharge of all liabilities of the municipality, as well as the proper and diligent compliance with applicable municipal finance management legislation.

**CLOSING DATE: 11 MARCH 2020 @ 12H00**

**ENQUIRIES :MAYOR: MS. N. DYWILI (047-533 7000) DURING OFFICE HOURS**

*Note: Candidates who are not in possession of the CPMD/MFMP in line with notice 29967 of June 2007on Municipal Regulation on Minimum Competency Levels will be given an opportunity to obtain such competency within 18 months if appointed. Please also note that shortlisted candidate will undergo security vetting including inter alia, competency assessment, the verification of Curricula Vitae, Qualifications and Criminal records. The successful candidate will be required sign a performance agreement as well as disclose their financial interests.*

*NB: Mhlontlo Local Municipality is an Affirmative Action employer. Should candidates not hear from the municipality after three (3) months from the closing date, they may regard themselves as having been unsuccessful. Please apply by filling in the Application for Employment Form obtainable from our website: [www.mhlontlilm.gov.za](http://www.mhlontlilm.gov.za). Application forms are also available from Corporate Service Department. You must also send your Curriculum Vitae together with certified copies of your qualifications, Identity Document (ID) and Valid Driver's Licence (where applicable) to:*

**The Municipal Manager**

Mhlontlo Local Municipality, P.O. Box 31, Qumbu , 5180

**FOR ATTENTION: THE SENIOR MANAGER, CORPORATE SERVICES DEPARTMENT OR**

**Submit your completed Employment Application Form and your CV and certified copies of your qualifications and ID document and valid driver's licence where applicable by hand to;**

**The Senior Manager Corporate Services Department**

**96 L. G. Mabidla Street, Qumbu, 5180**

*Without prejudice and with due respect, correspondence will only be limited to short-listed applicants due to circumstances beyond our control.*

**CORRESPONDENCE WILL BE LIMITED TO ONLY SHORT-LIST APPLICANTS.**

**The Municipality reserves the right not to make any appointment to the advertised posts.**

**PLEASE NOTE: THAT NO FAXED OR E-MAILED APPLICATIONS WILL BE CONSIDERED AND THAT APPLICATIONS RECEIVED AFTER CLOSING DATE WILL NOT BE CONSIDERED.**

**The appointment is made according to the Council conditions of service.**

**Canvassing for this position will lead to disqualification of applications.**

**MS. N. DYWILI**

**HONORABLE MAYOR**

*We urge all employees, clients, members of the public and our suppliers to report any kind of fraud or corruption at Mhlontlo Local Municipality's Human Resources.*