

Ifoni/Tel: 047-5537000

Ifax /Fax: 047-553018

EXTERNAL VACANCY
DATE 23 JUNE 2023 – 12 JULY 2023

The Mhlontlo Local Municipality is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability.

Suitably qualified persons are hereby invited to apply for the following vacancy which will be filled in terms of the Employment Equity Plan of the municipality. **People with physical disabilities are encouraged to apply.**

DEPARTMENT	MUNICIPAL MANAGERS DEPARTMENT
NAME OF THE POST	IDP AND PMS MANAGER
ALL INCLUSIVE PACKAGE	R825 945.15
ADVERTISED	DAILY DISPATCH, LOCAL NEWS PAPER AND WEBSITE
MINIMUM REQUIREMENTS	<p>Matric/ Grade 12 Certificate B Degree or National Diploma in Local Government/ Social Science or equivalent Must have understanding of at least two languages in the area, written and spoken. Must be well versed in Local Government environment. Ability to communicate effectively Valid Code drivers' licence Must be computer literate Must show an understanding of data analysis Five years' experience in developing IDP</p>
KEY RESPONSIBILITIES	<p>Responsible for the development and implementation of the IDP Responsible for the review of the IDP and monitoring through research and analysis, participation meetings/ Representative Forums Liaise and interact with officials, councillors, Government Sectors and other stakeholders. Report-writing and facilitation of workshops Perform any other duties that may be assigned by competent authority. Sign performance agreement and performance plan.</p>
DEPARTMENT	LOCAL ECONOMIC DEVELOPMENT
NAME OF THE POST	RURAL DEVELOPMENT CO-ORDINATOR
ANNUAL SALARY	R315 738.50 excluding benefits
ADVERTISED	DAILY DISPATCH, LOCAL NEWS PAPER AND WEBSITE
MINIMUM	Matric/ Grade 12 Certificate

REQUIREMENTS	National Diploma in Social Sciences Agriculture/ Tourism/ Small Business Development or Equivalent. Relevant experience in Local Economic Development. Computer Literacy Good Communication Skills Valid Drivers License
KEY RESPONSIBILITIES	Rural Development Planning and Coordinating Contribute to the Section Policies Coordinate the Implementation of Rural Development programs and Projects Coordinate Administrative and reporting to the immediate superior. Contribute to the sectional budgeting process. Perform any other duties that may be assigned by competent authority. Sign performance agreement and performance plan.

CLOSING DATE : 12 JULY 2023 @ 12H00

ENQUIRIES : THE MANAGER: HUMAN RESOURCES: MR. X. MPATANE (047-533 7000) DURING OFFICE HOURS

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 writing the Application letter and 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 Application letter, 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. Mabindla Street
Qumbu, 5180**

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

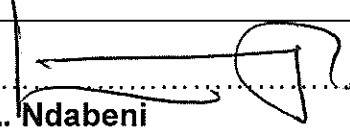
CORRESPONDENCE WILL BE LIMITED TO ONLY SHORT- LISTED APPLICANTS.

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.



Mr.L. Ndabeni
Municipal Manager

2023/06/22
Date

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-