

SENIOR MANAGERS ADVERTS – 2022

In terms of Section 30 of the Local Government: Municipal Systems Amendment Act, Act 3 of 2022, gazetted in terms of Government Gazette No. 46740 dated 17 August 2022 and promulgated in Government Gazette No 47370 dated 26 October 2022 with effect 1 November 2022. CC194/2022 dated 29 November 2022

1. **DIRECTOR CORPORATE SUPPORT** **5-Year Fixed Term Contract**

Total remuneration package will be in terms of Government Gazette No. 47538 dated 18 November 2022, (i.e. Minimum R1 206 468; Midpoint R1 436 273 and Maximum R1 620 698 / annum).

Requirements

- At least a **Post Graduate Degree in Public Administration/ Management Sciences/ Law** or relevant qualification registered on the National Qualifications Framework at NQF Level 8 as per regulation 4(b)(ii)
- Certificate in Municipal Finance Management or Certificate Program in Municipal Development (CPMD) in line with the Local Government: Municipal Regulations on Minimum Competency Level, 2007, issued in terms of the Municipal Finance Management Act, as published under Government Notice No. 493 in the Government Gazette No. 29967 of 15 June 2007 and as prescribed in the Annexure A - Local Government: Competency Framework for Senior Managers as published under Government Notice No. 21 in Government Gazette No. 37245 of 17 January 2014; and *Local Government: Municipal Finance Management Act, 2003 Amendments to Municipal Regulations on Minimum Competency Levels, 2007 as published under Government Notice No. 1146 in Government Gazette No. 41996 of 26 October 2018.*
- Two years relevant experience at senior management level,
- Five years relevant experience at middle management level,
- Have proven successful management experience in administration
- The need for signing of an employment contract, a performance agreement and disclosure of financial interest
- The need to undergo security vetting and competency assessment test
- Computer literate
- Valid EB driver's licence and **NO** criminal record
- Local Government experience will be added advantage
- Registration with professional body will be added advantage

Knowledge

- Advanced knowledge and understanding of relevant policy and legislation
- Advanced understanding of institutional governance systems and performance management
- Advanced understanding of council operations and delegation of powers
- Advanced knowledge of corporate support services, including:
 - Human capital management
 - Legal services
 - Facilities management
 - Information communication technology and
 - Council support
- Labour Relations Act, and other labour related prescripts
- Legal background and Human capital management and
- Knowledge of coordination and oversight of all specialised support functions
- Good governance
- Audit and Risk management establishment and functionality and
- Budget and finance management
- Ability to be an innovative and strategic leader.
- Good facilitation and communication skills in at least two of the three official languages

Leading Competencies

- Strategic Direction and Leadership - Impact and Influence; Institutional Performance Management; Strategic Planning and Management and Organisational Awareness
- People Management - Human Capital Planning and Development; Diversity Management; Employee Relations Management and Negotiation and Dispute Management
- Program and Project Management - Program and Project Planning and Implementation; Service Delivery Management; Program and Project Monitoring and Evaluation
- Financial Management - Budget Planning and Execution; Financial Strategy and Delivery and Financial Reporting and Monitoring
- Change Leadership - Change Vision and Strategy; Process Design and Improvement and Change Impact Monitoring and Evaluation
- Governance Leadership - Policy Formulation; Risk and Compliance Management and Cooperative Governance

Core Competencies

- Moral Competence
- Planning and Organising
- Analysis and Innovation
- Knowledge and Information Management
- Communication
- Results and Quality Focus

Key Performance Areas

- Plan, direct and manage directorial functions of the directorate effectively and efficiently
- Manage the following units:
 - Administration
 - Information Technology
 - Human Resources
 - Labour Relations
 - EAP
 - Occupational Health and Safety
- Implement Council resolutions in timely manner and follow up on directions given
- Formulating and implementation of the directorate's Integrated Development Planning
- Directorate's budget preparation and management
- Development and implementation of directorate's Service Delivery and Budget Implementation Plan
- Maintenance of directorate's performance management system and annual reporting
- Directorate's human resource development and management and supervision of departmental staff including industrial relations
- Communicate effectively with all persons and organizations concerned
- Attending and implementing Council and Mayoral Committee meetings and submitting reports
- Reports directly to the Municipal Manager

2. DIRECTOR COMMUNITY DEVELOPMENT **5-Year Fixed Term Contract**

Total remuneration package will be in terms of Government Gazette No. 47538 dated 18 November 2022, (i.e. Minimum R1 206 468; Midpoint R1 436 273 and Maximum R1 620 698 / annum).

Requirements

- At least a **Post Graduate Degree in Social Sciences/ Public Administration / Law** or relevant qualification registered on the National Qualifications Framework at NQF Level 8 as per regulation 4(b)(ii)

- Certificate in Municipal Finance Management or Certificate Program in Municipal Development (CPMD) in line with the Local Government: Municipal Regulations on Minimum Competency Level, 2007, issued in terms of the Municipal Finance Management Act, as published under Government Notice No. 493 in the Government Gazette No. 29967 of 15 June 2007 and as prescribed in the Annexure A - Local Government: Competency Framework for Senior Managers as published under Government Notice No. 21 in Government Gazette No. 37245 of 17 January 2014; and *Local Government: Municipal Finance Management Act, 2003 Amendments to Municipal Regulations on Minimum Competency Levels, 2007 as published under Government Notice No. 1146 in Government Gazette No. 41996 of 26 October 2018.*
- Two years relevant experience at senior management level,
- Five years relevant experience at middle management level,
- Have proven successful management experience in administration
- The need for signing of an employment contract, a performance agreement and disclosure of financial interest
- The need to undergo security vetting and competency assessment test
- Computer literate
- Valid EB driver's licence and **NO** criminal record
- Local Government experience will be added advantage
- Registration with professional body will be added advantage

Knowledge

- Advanced knowledge and understanding of relevant policy and legislation
- Advanced understanding of institutional governance systems and performance management
- Advanced understanding of council operations and delegation of powers
- Advanced knowledge of knowledge of community development services, including:
 - Civil facilities
 - Waste Management
 - Integrated Environmental Management Community Facilities (Parks & Cemeteries)
- Council support
- Labour Relations Act, and other labour related prescripts
- Legal background and Human capital management and
- Knowledge of coordination and oversight of all specialised support functions
- Good governance
- Audit and Risk management establishment and functionality and
- Budget and finance management
- Ability to be an innovative and strategic leader.
- Good facilitation and communication skills in at least two of the three official languages

Leading Competencies

- Strategic Direction and Leadership - Impact and Influence; Institutional Performance Management; Strategic Planning and Management and Organisational Awareness
- People Management - Human Capital Planning and Development; Diversity Management; Employee Relations Management and Negotiation and Dispute Management
- Program and Project Management - Program and Project Planning and Implementation; Service Delivery Management; Program and Project Monitoring and Evaluation
- Financial Management - Budget Planning and Execution; Financial Strategy and Delivery and Financial Reporting and Monitoring
- Change Leadership - Change Vision and Strategy; Process Design and Improvement and Change Impact Monitoring and Evaluation
- Governance Leadership - Policy Formulation; Risk and Compliance Management and Cooperative Governance

Core Competencies

- Moral Competence
- Planning and Organising
- Analysis and Innovation
- Knowledge and Information Management
- Communication
- Results and Quality Focus

Key Performance Areas

- Plan, direct and manage directorial functions of the directorate effectively and efficiently
- Manage the following units:
 - Civil facilities
 - Waste Management
 - Integrated Environmental Management Community Facilities (Parks & Cemeteries)
- Implement Council resolutions in timely manner and follow up on directions given
- Formulating and implementation of the directorate's Integrated Development Planning
- Directorate's budget preparation and management
- Development and implementation of directorate's Service Delivery and Budget Implementation Plan
- Maintenance of directorate's performance management system and annual reporting
- Directorate's human resource development and management and supervision of departmental staff including industrial relations
- Communicate effectively with all persons and organizations concerned
- Attending and implementing Council and Mayoral Committee meetings and submitting reports
- Reports directly to the Municipal Manager

3. DIRECTOR PUBLIC SAFETY 5-Year Fixed Term Contract

Total remuneration package will be in terms of Government Gazette No. 47538 dated 18 November 2022, (i.e. Minimum R1 206 468; Midpoint R1 436 273 and Maximum R1 620 698 / annum).

Requirements

- At least a **Post Graduate Degree in Social Sciences/ Public Administration / Law** or relevant qualification registered on the National Qualifications Framework at NQF Level 8 as per regulation 4(b)(ii)
- Certificate in Municipal Finance Management or Certificate Program in Municipal Development (CPMD) in line with the Local Government: Municipal Regulations on Minimum Competency Level, 2007, issued in terms of the Municipal Finance Management Act, as published under Government Notice No. 493 in the Government Gazette No. 29967 of 15 June 2007 and as prescribed in the Annexure A - Local Government: Competency Framework for Senior Managers as published under Government Notice No. 21 in Government Gazette No. 37245 of 17 January 2014; and *Local Government: Municipal Finance Management Act, 2003 Amendments to Municipal Regulations on Minimum Competency Levels, 2007 as published under Government Notice No. 1146 in Government Gazette No. 41996 of 26 October 2018.*
- Two years relevant experience at senior management level,
- Five years relevant experience at middle management level,
- Have proven successful management experience in administration
- The need for signing of an employment contract, a performance agreement and disclosure of financial interest
- The need to undergo security vetting and competency assessment test
- Computer literate
- Valid EB driver's licence and **NO** criminal record
- Local Government experience will be added advantage
- Registration with professional body will be added advantage

Knowledge

- Advanced knowledge and understanding of relevant policy and legislation
- Advanced understanding of institutional governance systems and performance management
- Advanced understanding of council operations and delegation of powers
- Advanced knowledge of knowledge of public safety services, including:
 - Law Enforcement and Security
 - Licensing and Testing
 - Emergency and Disaster Management
 - Traffic Services
- Council support
- Labour Relations Act, and other labour related prescripts
- Legal background and Human capital management and
- Knowledge of coordination and oversight of all specialised support functions
- Good governance
- Audit and Risk management establishment and functionality and
- Budget and finance management
- Ability to be an innovative and strategic leader.
- Good facilitation and communication skills in at least two of the three official languages

Leading Competencies

- Strategic Direction and Leadership - Impact and Influence; Institutional Performance Management; Strategic Planning and Management and Organisational Awareness
- People Management - Human Capital Planning and Development; Diversity Management; Employee Relations Management and Negotiation and Dispute Management
- Program and Project Management - Program and Project Planning and Implementation; Service Delivery Management; Program and Project Monitoring and Evaluation
- Financial Management - Budget Planning and Execution; Financial Strategy and Delivery and Financial Reporting and Monitoring
- Change Leadership - Change Vision and Strategy; Process Design and Improvement and Change Impact Monitoring and Evaluation
- Governance Leadership - Policy Formulation; Risk and Compliance Management and Cooperative Governance

Core Competencies

- Moral Competence
- Planning and Organising
- Analysis and Innovation
- Knowledge and Information Management
- Communication
- Results and Quality Focus

Key Performance Areas

- Plan, direct and manage directorial functions of the directorate effectively and efficiently
- Manage the following units:
 - Law Enforcement and Security
 - Licensing and Testing
 - Emergency and Disaster Management
 - Traffic Services
- Implement Council resolutions in timely manner and follow up on directions given
- Formulating and implementation of the directorate's Integrated Development Planning
- Directorate's budget preparation and management

- Development and implementation of directorate's Service Delivery and Budget Implementation Plan
- Maintenance of directorate's performance management system and annual reporting
- Directorate's human resource development and management and supervision of departmental staff including industrial relations
- Communicate effectively with all persons and organizations concerned
- Attending and implementing Council and Mayoral Committee meetings and submitting reports
- Reports directly to the Municipal Manager

4. DIRECTOR TECHNICAL AND INFRASTRUCTURE

5-Year Fixed Term Contract

Total remuneration package will be in terms of Government Gazette No. 47538 dated 18 November 2022, (i.e. Minimum R1 206 468; Midpoint R1 436 273 and Maximum R1 620 698 / annum).

Requirements

- At least a **Post Graduate Degree in BSc Engineering / B Engineering / B. Tech Engineering**; or relevant qualification registered on the National Qualifications Framework at NQF Level 8 as per regulation 4(b)(ii)
- Certificate in Municipal Finance Management or Certificate Program in Municipal Development (CPMD) in line with the Local Government: Municipal Regulations on Minimum Competency Level, 2007, issued in terms of the Municipal Finance Management Act, as published under Government Notice No. 493 in the Government Gazette No. 29967 of 15 June 2007 and as prescribed in the Annexure A - Local Government: Competency Framework for Senior Managers as published under Government Notice No. 21 in Government Gazette No. 37245 of 17 January 2014; and *Local Government: Municipal Finance Management Act, 2003 Amendments to Municipal Regulations on Minimum Competency Levels, 2007 as published under Government Notice No. 1146 in Government Gazette No. 41996 of 26 October 2018.*
- Two years relevant experience at senior management level,
- Five years relevant experience at middle management level,
- Have proven successful management experience in administration
- The need for signing of an employment contract, a performance agreement and disclosure of financial interest
- The need to undergo security vetting and competency assessment test
- Computer literate
- Valid EB driver's licence and **NO** criminal record
- Local Government experience will be added advantage
- Registration with professional body will be added advantage

Knowledge

- Advanced knowledge and understanding of relevant policy and legislation
- Advanced understanding of institutional governance systems and performance management
- Advanced understanding of council operations and delegation of powers
- Advanced knowledge of knowledge public office environment, including:
 - Water
 - Sanitation
 - Mechanical Engineering
 - Electrical Distribution
 - Roads and Storm-water
- Council support
- Labour Relations Act, and other labour related prescripts
- Legal background and Human capital management and
- Knowledge of coordination and oversight of all specialised support functions
- Good governance

- Audit and Risk management establishment and functionality and
- Budget and finance management
- Ability to be an innovative and strategic leader.
- Good facilitation and communication skills in at least two of the three official languages

Leading Competencies

- Strategic Direction and Leadership - Impact and Influence; Institutional Performance Management; Strategic Planning and Management and Organisational Awareness
- People Management - Human Capital Planning and Development; Diversity Management; Employee Relations Management and Negotiation and Dispute Management
- Program and Project Management - Program and Project Planning and Implementation; Service Delivery Management; Program and Project Monitoring and Evaluation
- Financial Management - Budget Planning and Execution; Financial Strategy and Delivery and Financial Reporting and Monitoring
- Change Leadership - Change Vision and Strategy; Process Design and Improvement and Change Impact Monitoring and Evaluation
- Governance Leadership - Policy Formulation; Risk and Compliance Management and Cooperative Governance

Core Competencies

- Moral Competence
- Planning and Organising
- Analysis and Innovation
- Knowledge and Information Management
- Communication
- Results and Quality Focus

Key Performance Areas

- Plan, direct and manage directorial functions of the directorate effectively and efficiently
- Manage the following units:
 - Water
 - Sanitation
 - Mechanical Engineering
 - Electrical Distribution
 - Roads and Storm-water
- Implement Council resolutions in timely manner and follow up on directions given
- Formulating and implementation of the directorate's Integrated Development Planning
- Directorate's budget preparation and management
- Development and implementation of directorate's Service Delivery and Budget Implementation Plan
- Maintenance of directorate's performance management system and annual reporting
- Directorate's human resource development and management and supervision of departmental staff including industrial relations
- Communicate effectively with all persons and organizations concerned
- Attending and implementing Council and Mayoral Committee meetings and submitting reports
- Reports directly to the Municipal Manager

5. DIRECTOR PLANNING AND HUMAN SETTLEMENTS

5-Year Fixed Term Contract

Total remuneration package will be in terms of Government Gazette No. 47538 dated 18 November 2022, (i.e. Minimum R1 206 468; Midpoint R1 436 273 and Maximum R1 620 698 / annum).

Requirements

- At least a **Post Graduate Degree in Building Science/ Architect / Bachelor Degree in Town and Regional Planning or Development Studies** or relevant qualification registered on the National Qualifications Framework at NQF Level 8 as per regulation 4(b)(ii)
- Certificate in Municipal Finance Management or Certificate Program in Municipal Development (CPMD) in line with the Local Government: Municipal Regulations on Minimum Competency Level, 2007, issued in terms of the Municipal Finance Management Act, as published under Government Notice No. 493 in the Government Gazette No. 29967 of 15 June 2007 and as prescribed in the Annexure A - Local Government: Competency Framework for Senior Managers as published under Government Notice No. 21 in Government Gazette No. 37245 of 17 January 2014; and *Local Government: Municipal Finance Management Act, 2003 Amendments to Municipal Regulations on Minimum Competency Levels, 2007 as published under Government Notice No. 1146 in Government Gazette No. 41996 of 26 October 2018.*
- Two years relevant experience at senior management level,
- Five years relevant experience at middle management level,
- Have proven successful management experience in administration
- The need for signing of an employment contract, a performance agreement and disclosure of financial interest
- The need to undergo security vetting and competency assessment test
- Computer literate
- Valid EB driver's licence and **NO** criminal record
- Local Government experience will be added advantage
- Registration with professional body or project management certificate / diploma will be added advantage

Knowledge

- Advanced knowledge and understanding of relevant policy and legislation
- Advanced understanding of institutional governance systems and performance management
- Advanced understanding of council operations and delegation of powers
- Advanced knowledge of knowledge human settlements environment, including:
 - Housing provision
 - Building control and regulations
 - Estate administration and land sales
 - Development planning / town planning
- Council support
- Labour Relations Act, and other labour related prescripts
- Legal background and Human capital management and
- Knowledge of coordination and oversight of all specialised support functions
- Good governance
- Audit and Risk management establishment and functionality and
- Budget and finance management
- Ability to be an innovative and strategic leader.
- Good facilitation and communication skills in at least two of the three official languages

Leading Competencies

- Strategic Direction and Leadership - Impact and Influence; Institutional Performance Management; Strategic Planning and Management and Organisational Awareness
- People Management - Human Capital Planning and Development; Diversity Management; Employee Relations Management and Negotiation and Dispute Management
- Program and Project Management - Program and Project Planning and Implementation; Service Delivery Management; Program and Project Monitoring and Evaluation
- Financial Management - Budget Planning and Execution; Financial Strategy and Delivery and Financial Reporting and Monitoring
- Change Leadership - Change Vision and Strategy; Process Design and Improvement and Change Impact Monitoring and Evaluation
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Core Competencies

- Moral Competence
- Planning and Organising
- Analysis and Innovation
- Knowledge and Information Management
- Communication
- Results and Quality Focus

Key Performance Areas

- Plan, direct and manage directorial functions of the directorate effectively and efficiently
- Manage the following units:
 - Housing provision
 - Building control and regulations
 - Estate administration and land sales
 - Development planning / town planning
- Implement Council resolutions in timely manner and follow up on directions given
- Formulating and implementation of the directorate's Integrated Development Planning
- Directorate's budget preparation and management
- Development and implementation of directorate's Service Delivery and Budget Implementation Plan
- Maintenance of directorate's performance management system and annual reporting
- Directorate's human resource development and management and supervision of departmental staff including industrial relations
- Communicate effectively with all persons and organizations concerned
- Attending and implementing Council and Mayoral Committee meetings and submitting reports
- Reports directly to the Municipal Manager

6. DIRECTOR LOCAL ECONOMIC DEVELOPMENT

5-Year Fixed Term Contract

Total remuneration package will be in terms of Government Gazette No. 47538 dated 18 November 2022, (i.e. Minimum R1 206 468; Midpoint R1 436 273 and Maximum R1 620 698 / annum).

Requirements

- At least a **Post Graduate Degree in Tourism / Economics / Econometrics / Local Economic Development** or relevant qualification registered on the National Qualifications Framework at NQF Level 8 as per regulation 4(b)(ii)
- Certificate in Municipal Finance Management or Certificate Program in Municipal Development (CPMD) in line with the Local Government: Municipal Regulations on Minimum Competency Level, 2007, issued in terms of the Municipal Finance Management Act, as published under Government Notice No. 493 in the Government Gazette No. 29967 of 15 June 2007 and as prescribed in the Annexure A - Local Government: Competency Framework for Senior Managers as published under Government Notice No. 21 in Government Gazette No. 37245 of 17 January 2014; and *Local Government: Municipal Finance Management Act, 2003 Amendments to Municipal Regulations on Minimum Competency Levels, 2007 as published under Government Notice No. 1146 in Government Gazette No. 41996 of 26 October 2018.*
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- Five years relevant experience at middle management level,
- Have proven successful management experience in administration
- The need for signing of an employment contract, a performance agreement and disclosure of financial interest
- The need to undergo security vetting and competency assessment test
- Computer literate
- Valid EB driver's licence and **NO** criminal record
- Local Government experience will be added advantage
- Registration with professional body will be added advantage

Knowledge

- Advanced knowledge and understanding of relevant policy and legislation
- Advanced understanding of institutional governance systems and performance management
- Advanced understanding of council operations and delegation of powers
- Advanced knowledge of knowledge local economic development, including:
 - Rural Development
 - Tourism
 - Enterprise Development
 - Fresh Produce Market
- Council support
- Labour Relations Act, and other labour related prescripts
- Legal background and Human capital management and
- Knowledge of coordination and oversight of all specialised support functions
- Good governance
- Audit and Risk management establishment and functionality and
- Budget and finance management
- Ability to be an innovative and strategic leader.
- Good facilitation and communication skills in at least two of the three official languages

Leading Competencies

- Strategic Direction and Leadership - Impact and Influence; Institutional Performance Management; Strategic Planning and Management and Organisational Awareness

- People Management - Human Capital Planning and Development; Diversity Management; Employee Relations Management and Negotiation and Dispute Management
- Program and Project Management - Program and Project Planning and Implementation; Service Delivery Management; Program and Project Monitoring and Evaluation
- Financial Management - Budget Planning and Execution; Financial Strategy and Delivery and Financial Reporting and Monitoring
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Core Competencies

- Moral Competence
- Planning and Organising
- Analysis and Innovation
- Knowledge and Information Management
- Communication
- Results and Quality Focus

Key Performance Areas

- Plan, direct and manage directorial functions of the directorate effectively and efficiently
- Manage the following units:
 - Rural Development
 - Tourism
 - Enterprise Development
 - Fresh Produce Market
- Implement Council resolutions in timely manner and follow up on directions given
- Formulating and implementation of the directorate's Integrated Development Planning
- Directorate's budget preparation and management
- Development and implementation of directorate's Service Delivery and Budget Implementation Plan
- Maintenance of directorate's performance management system and annual reporting
- Directorate's human resource development and management and supervision of departmental staff including industrial relations
- Communicate effectively with all persons and organizations concerned
- Attending and implementing Council and Mayoral Committee meetings and submitting reports
- Reports directly to the Municipal Manager