

# NGWATHE MUNICIPALITY

A well-established local municipality of integrity and a leader of best practices, Ngwathe Municipality is a high performance organization, which offers challenge and opportunities to all its employees at all levels.

The Municipality hereby invites applications from experienced, qualified, innovative, committed and energetic individuals with vision, for appointment to the following position on a Five Years fixed-term performance-based contract which will be based at Head Office, Parys:

## MUNICIPAL MANAGER

**Remuneration: R1 011 686.00 – R1 341 073.00 (All inclusive package)**

### Key requirements:

- An appropriate B Degree, preferably in Public or Business Administration, Political Sciences, Social Sciences, Law or other relevant tertiary qualification
- A post graduate or relevant NQF Level 7 qualification will be a strong recommendation
- Registration with professional bodies will serve as strong motivation
- MFMP minimum competency level qualification will also serve as strong recommendation
- A minimum of at least five years' work related experience at senior management level in the local government sphere.
- Practical knowledge of the local government environment or sound business experience in a commercial environment with proven institutional transformation.
- Valid driver's licence

### Key competencies:

- Form and develop an economical, effective, efficient, accountable and performance driven administration for the municipality;
- Manage the municipality's administration in accordance with the provisions of the Systems Act and other legislation applicable to Local Government;
- Administer the Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Manager;
- Implement the municipality's IDP, and to monitor the progress with the implementation thereof;
- Manage the provisions of services to communities, residents and ratepayers in a sustainable manner;

- Control and manage the effective utilisation and training of staff;
- Maintain discipline of staff;
- Promote sound labour relations and compliance by the municipality to applicable labour legislation, conditions of service and collective agreements;
- Advise the structures and functionaries of the municipality;
- Manage the communication between the municipality's administration and its structures and functionaries;
- Carry out the decisions of the structures and functionaries of the municipality;
- Administer and implement the municipality's by-laws and policies;
- Implement national and provincial legislation applicable to the Local Government;
- Facilitate participation by communities, residents, ratepayers and other stakeholders in the affairs of the municipality;
- Approve the use of council's facilities by members of the council in accordance with policy;
- Develop the staff establishment within a policy framework determined by the Council;
- Advise the executive committee, in accordance with the envisaged consultative process, on section 56 appointments;
- Appoint staff below the level of section 56 Managers in accordance with the municipal recruitment policy;
- Be responsible for all the income and expenditure of the municipality;
- To be responsible for all assets and the discharge of all liabilities of the municipality;
- Be responsible for proper and diligent compliance with the MFMA and other legislations
- Consider appeals from a person whose rights are affected by a decision taken under delegated authority of a staff member other than the Municipal Manager, provided that the decision by the Municipal Manager may not retract any rights that may have been accrued as a result of the original decision.

**NB:** *1. Faxed applications will not be considered*  
**2. The successful candidate must sign the employment contract, a performance agreement and the disclosure of financial interest forms and also undergo security vetting**  
**3. Application forms are available at the municipal offices or for download on the municipal website ([www.ngwathe.fs.gov.za](http://www.ngwathe.fs.gov.za)) can be accessed from annexure C of the regulations for the appointment and conditions of employment for Senior Managers (NB: all applications must be on the application form)**

**Shortlisted candidates will be subjected to a competency based assessment prior appointment.**

**Council reserves the right to place and move candidates anywhere within the municipality. The Municipality reserves the right not to appoint any applicant to this position.**

**Please forward your application with Curriculum Vitae and originally certified copies of qualifications to the Mayor, at Municipal Offices situated at Liebenbergstrek, PO Box 359, Parys 9585. Tel. 056 816 2700, contact person: ZJ Majivolo (Corporate Services)**

**CLOSING DATE: 11 November 2016**

***If you have not heard from us after 3 months of closing date, please accept that your application was not successful.***

**J MOCHELA  
MAYOR**