

NGWATHE LOCAL MUNICIPALITY EXTERNAL ADVERTISEMENT



Ngwathe Local Municipality is a well-established municipality of integrity and a leader of best practices, a high performing organization, gearing itself to provide excellent and sustainable municipal services, 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 positions.

MUNICIPAL MANAGER - Ref No: 101/02/22

Five (5) year Fixed Term Performance Based Contract, but not exceeding 1 year after the term of current Council

Total Remuneration Package: R1 160 847 (Minimum) R1 349 824 (Midpoint) R1 538 800 (Maximum) (Ngwathe Local Municipality is a Category 4 municipality in terms of the categorisation by Gazette No. 43122 of 20 March 2020 of which the current upper limit Total Remuneration package applicable)

Place of work: Municipal Head Office, Parys

Key requirements:

- An appropriate Bachelor's degree, preferably in Public administration, Political Science, Business Administration, Law or Equivalent or other relevant tertiary qualification
- A minimum of at least 10 years' work related experience of which 5 must be at senior management level preferably in the local government sphere.
- Practical knowledge of the local government environment or sound business experience in a commercial environment.
- Computer literacy • Valid driver's license

Added Advantage

- A post graduate or relevant qualification will be a strong recommendation
- Advanced understanding of budget and Finance Management and MFMP minimum competency level qualification

Key competencies and Functions:

Carry out the duties of the Municipal Manager as contained in section 55 of the Municipal Systems Act 32 of 2000, and including but not limited to:

- 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 utilization 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.

CLOSING DATE: 25 February 2022

Submission of Applications: Applicants must use annexure C (Application form) of the Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers available at the municipal offices or on the municipal website: www.ngwathe.fs.gov.za . (all applications must be on the Prescribed Application Form) and include a comprehensive CV with at least three contactable references and email addresses of the referees, originally certified copies of qualifications not be more than three months old (It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach proof thereof), driver's license and identity document (Only SA citizens or permanent residents are eligible to apply) Applications for this vacancy, in a sealed envelope, must be hand – delivered to HR Offices. The envelop should be for the attention of;

The Executive Mayor, For Municipal Manager Vacancy, Ngwathe Local Municipality, hand delivered at the municipal offices situated at Pays, Liebenbergstrek, between 7h45 and 16h30 Women and Persons with disabilities are encouraged to apply.

No Faxed, e-mailed, late applications will be considered. Applications not made on the prescribed application form will not be considered.

The shortlisted/recommended candidates will be subjected to security vetting, competency based assessment over 2 day's prior appointment, qualification verification, and reference check. The successful candidate will also be subjected to the signing of an Employment Contract on or before assumption of duty, and Annual Performance Agreement and Disclosure of Financial Interest form within 60 days of appointment and then annually thereafter within 30 days of the beginning of the financial year.

Council reserves the right to place and move candidates anywhere within the municipal jurisdiction as well as the right not to make any appointment to this position. Canvassing for appointment will automatically disqualify an applicant.

If no reply to your application has been received within 3 months of the closing date, you should consider your application as being unsuccessful.

All enquiries can be directed to the Office of the Manager: Human Resources Management, during Office Hours on 056 816 2727.

**Cllr Victoria de Beer
Executive Mayor**