

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 Four (4) Year fixed-term performance-based contract not exceeding one (1) year from the election of the new council. The incumbent will be based at Head Office, Parys:

POSITION: MUNICIPAL MANAGER

The appointment will be made in compliance with the provisions of sections 54A of the Local Government: Municipal Systems Act as amended by Act, 3 of 2022. Appointment will be for a Four (4) Year fixed-term performance-based contract not exceeding one (1) year from the election of the new council.

Remuneration: Ngwathe Local Municipality is a Category 4 municipality, with Total Remuneration package of: Minimum: R1 178 260, Midpoint: R1 370 071 and Maximum: R1 561 882 per annum as per Notice No. 2760 published in Government Gazette No 47538 of 18 November 2022. *The pay scale will be determined by competence based assessment outcome, experience and qualifications.*

REQUIREMENTS:

- Bachelor Degree in Public Administration/ Political Sciences/Social Sciences/ Law or equivalent,
- A minimum of five (5) years' experience at senior management level, preferably in Local Government,
- Have proven successful institutional transformation within public or private sector;
- Extensive Experience in financial Management, policy development and management, strategic planning and implementation, program management, monitoring and evaluation and reporting on services delivery
- Computer literacy in MS Word, Excel and PowerPoint.

OTHER REQUIREMENTS:

The potential candidate must be in possession of a valid driver's license and a suitable vehicle for proper performance of his/her functions and discharge of duties; Willingness to work irregular hours with extensive traveling; Compliance with limitation of political rights as contained in Sec 71B of the Municipal Systems Amendment Act, No 3 of 2022.

ADDED ADVANTAGE:

Certificate in Municipal Finance Management (MFMP) (SAQA Qualification ID No. 48965) or Certificate Program in municipal Development (CPMD) or must attain within 18 months from date of appointment and registration with a relevant Professional body will serve as a strong recommendation.

COMPETENCIES:

LEADING COMPETENCIES: Strategic Direction and Leadership, People Management, Program and Project Management, Financial Management, Change Leadership and Governance.

CORE COMPETENCIES: Moral Competence, Planning and Organizing, Analyzing and Innovation, Knowledge and Information Management, Communication, Results and Quality Focus.

KNOWLEDGE:

The candidate will be expected to demonstrate:

- 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;
- Good governance;
- Audit and Risk Management establishment and functionality; and
- Budget and Finance Management

KEY PERFORMANCE AREAS:

Guided by Sec 55 of the Municipal Systems Act 32 of 2000 as Amended and subject to policy direction of council; the Municipal Manager is expected to demonstrate the following:

- Development of a comprehensive municipal strategy to ensure effective and efficient human capital administration,
- Management of service delivery plans and goals for the provision of community and emergency services functions.
- Oversee proper implementation of planning and reindustrialization strategies.
- Ensure Good Governance & Public Participation, Basic Service Delivery & Infrastructure Development, Institutional Transformation & Development, Management, Local Economic Development & Tourism and Financial Viability with the MFMA, National Treasury Regulations and all relevant legislation.
- Direct the development of financial systems, manage revenue and expenditure, risk, budgeting and audit compliance.
- Ensure the development and implementation of performance management systems.
- Ensure implementation of council policies and resolutions. Communicate effectively with all municipal stakeholders.
- Display and build the highest standard of ethical and moral conduct.
- Good knowledge of Supply Chain Management Regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

APPLICATIONS AND CONDITIONS OF APPOINTMENT:

1. We appreciate your demonstrated interest of being part of Ngwathe Local Municipality.
2. Only SA citizens or permanent residents are eligible to apply.
3. Application form: The applicant must submit an originally completed standard application form (Annexure C of the Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers, Government Notice No. 21, Gazette 37245 of 17 January 2014) which can be downloaded directly from www.gpwonline.co.za or municipal website www.ngwathe.fs.gov.za together with their CV containing at least three contactable references (telephonically and e-mail) and originally certified copies (not older than 3 months) of qualifications, ID/ proof of permanent residency, driver's license and covering letter depicting the reference number of the post applied for and enclosed in an envelope clearly marked "Application for the post: Municipal Manager".
4. Faxed or emailed applications will not be considered;

5. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach proof thereof;
6. Short-listed candidates will be subjected to reference checks, criminal record check and signing of indemnity forms;
7. The applicant gives consent that their personal information may be accessed for verification purposes either by the municipality or agent appointed to represent the municipality in adherence to the POPI Act. (attach consent letter);
8. Recommended candidates will be subjected to a competency based assessment over 2 day's prior appointment in terms of Annexure A (Competency framework for Senior Managers) of Notice No.21 of Government Gazette No. 37245 of 17 January 2014;
9. The successful candidate will be required to sign an Employment Contract before assumption of duty, a Performance Agreement within 60 days of appointment and the necessary Disclosure of Financial Interest Forms as well as undergoing the necessary Security Vetting Processes;
10. The incumbent will be stationed at Ngwathe Local Municipality's head office situated in Parys, but may be deployed anywhere within the municipality depending on the operational requirements;
11. Due to the large number of applicants, correspondence will be limited to the short-listed candidates only. If you have not been contacted within a period of two months after the closing date of the advertisement, kindly accept that your application has been unsuccessful;
12. The successful candidate will be reporting directly to the Accounting Officer;
13. The municipality reserves a right not to appoint any applicant to this position;
14. A candidate who canvasses for preference will be disqualified;
15. Fraudulent qualifications, information or documents will disqualify any applicant
16. Applications must be directed to: The Executive Mayor: Me. VE De Beer, Ngwathe Local Municipality, P.O Box 359, PARYS, 9585, or hand-delivered at the office of the Municipal Manager, LIEBENBERGSTREK, PARYS.

Further enquiries may be directed to: The Acting Director Corporate Services, Mr. ZJ Majivolo at tel. 056 816 2700 during office hours.

CLOSING DATE: 19 May 2023

Signed
CLLR VE DE BEER
EXECUTIVE MAYOR