



GAMAGARA LOCAL MUNICIPALITY

NOTICE NO. 2017/06

Gamagara Local Municipality invites interested and suitably qualified candidates to apply for the following positions based in Kathu, John Taolo Gaetsewe district, Northern Cape Province

MUNICIPAL MANAGER (5 YEARS FIXED TERM CONTRACT)

TOTAL REMUNERATION PACKAGE: R930 409 – R1, 208, 463 (based on Regulations of Upper Limits for Municipal Managers & Senior Managers)

Requirements: Bachelor's degree in Public Administration/ Political Sciences/ Social Sciences/ Law or equivalent at an acceptable institution; Postgraduate qualification in fields related to Public Administration will be an advantage; Certificate Programme in Municipal Development for Accounting Officers of Municipalities as is provided in the Regulations;

Experience: 5 years minimum relevant experience at a Senior Management level and proven successful institutional transformation within public or private sector

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 delegations of powers; Proven track record of good governance, audit and risk management, budget and finance management.

All required leading competencies as stipulated in Annexure A and B of the Regulations on Appointment and Conditions of Employment of Senior Managers, Government Notice 21 in Government Gazette 37245 dated 17 January 2014 which inter alia, include the following: Leading competencies; Strategic Direction and Leadership; People Management; Programme and Project management; Financial Management; Change Leadership and Governance Leadership

Other Competencies: Moral Competence; Planning and Organising; Analysing and Innovation; Knowledge and Information Management; Communication; Result and Quality Focus

The Municipal Manager as Head of Administration and Accounting Officer, will be responsible for the general performance of the institution and to manage and direct the administrative and operational aspects of the municipality in order to achieve the administrative objectives of the municipality.

Core Functions

- The development and management of an economically effective, accountable administration which is equipped to implement the Municipality's Integrated Development Plan (IDP) in line with the needs of the community
- The appointment, training, discipline and effective utilisation of staff
- The promotion of sound labour relations and compliance with applicable labour legislation
- Management of the municipality's administration in accordance with the Constitution, Municipal Systems Act, Municipal Finance Management Act and all other legislation applicable to local government
- The development, administration and implementation of all municipal policies and by-laws

- The management of the provision of services to the community in an economical, sustainable and equitable manner
- Advising the political structures and political office bearers, managing communications between these parties as well as carrying out their decisions
- Ensure sound financial management as well as the proper and diligent compliance with applicable municipal finance management legislation
- Responsible and accountable for municipal transformation and organisational development
- Implementing strategic goals of the municipality through co-operation and innovative teamwork
- The performance of any other function that may be assigned by the municipal council and as Accounting Officer.

Proof of Academic Qualification

- Applications for the above position must be accompanied by a detailed curriculum vitae with originally certified copies of qualifications, identity document, valid driver's license and a fully completed Application for Employment Form for Senior Managers (Marked Municipal Manager) which is available on the Gamagara Local municipality's website. www.gamagara.gov.za.
- No electronic or faxed applications will be considered
- Fraudulent qualifications or documents will immediately disqualify any application
- Applicants must consent that the municipality may enquire into the applicant's criminal record.
- Shortlisted candidates will be subjected to security vetting and information verification
- The successful candidate will be expected to sign an employment contract, performance agreement and disclosure of financial interests
- Applicants who are not invited to the interview within 30 days after closing date should regard their application as unsuccessful and are informed thereon.
- Gamagara Council is an equal opportunity employer and subscribes to an employment policy which is non-racial, non-discriminatory, non-sexiest and based on merit
- Gamagara Local municipality reserves the right not to make an appointment
- Canvassing will disqualify any candidate from being considered for appointment.

Address

All applications sealed in an envelope must be marked **MUNICIPAL MANAGER** and send to; GAMAGARA MAYOR, P.O. BOX 1001, KATHU, 8446. Hand delivery applications can be dropped at Registry Officer, Corner Hendrick van Eck & Frikkie Meyer Road, Kathu Office

Deadline: 21 April 2017 before 15h00

Enquiries: Mr. Lebogang Seetile Director: Corporate Services at Tel: 053 723 6000 or email enquiries to seetilel@gamagara.co.za (enquiries only)