



BLOUBERG LOCAL MUNICIPALITY

hereby invites suitably qualified persons to
apply for the following vacant positions:

DEPARTMENT: MUNICIPAL MANAGER'S OFFICE

MUNICIPAL MANAGER

Directorate: Municipal Manager's office

Type: Five (05) years performance based contract

Fixed-term employment contract for 5 years; the successful candidate will be expected to sign an employment contract agreement and a performance agreement to complete the disclosure of financial interest form.

Annual total remuneration package: **R 1 030 759- R 1 141 500- R 1 267 066** (the offer of remuneration will be determined by competence and current salary earnings read together with the guidelines as set out in Government Gazette Number 40117 dated 1 July 2016)

Requirements: • B degree in Public Administration/Political Science/Social Science/Law or relevant equivalent qualification and minimum competency levels as set out in the Government Gazette Number 29967 dated 15 June 2007 • 5 years relevant experience at Senior Management level in local government environment. • Proven successful institutional transformation within public and private sector.

Knowledge: • Extensive knowledge of legislation pertaining to local government and financial management • Service delivery innovations and strategic capabilities. • Good knowledge of councillors operation and delegation of powers. • King III code. • Advanced knowledge and understanding of relevant policy and legislation. • Advanced understanding of institutional government system and performance management. • Advanced understanding of councillors operations and delegation of powers. • Good governance. • Audit and risk management establishment and functionality. • Budget and finance management.

Core competencies: • Proven ability to communicate and negotiate at all levels of government • Customer management • Ethics, integrity and professionalism • Impact and influence • Governance and risk management • Services delivery • Critical thinking • Financial management • Knowledge and information management • Negotiation and conflict resolution • People management • Planning and organising

Key responsibilities: *As the Accounting Officer and Head of Administration, the incumbent will take the responsibility for overall performance in the following areas:* • Formulating and developing an economically suitable effective and efficient integrated Development Plan. • Developing and implementing the Municipality's performance management system. • Managing the Municipal Finance Management Act, Municipal System Act and other relevant legislation applicable to the Municipality. • Overseeing the implementation of Mscoa. • Managing the provision of services to the communities in the affairs of the municipality • Developing and maintaining a system to assess community satisfaction with municipal services. • Managing, appointing and maintaining staff discipline. • Ensuring effective and efficient utilization of the resources of the Municipality. • Promoting sound labour relations and compliances by the Municipality with applicable labour legislation. • Advising office bearers with regards to the legal implications of council decisions. • Managing communications between office bearers and personnel. • Administering and overseeing the implementation of municipal policies, by law and other relevant provincial and national legislation. • Ensuring sound management of all assets, income and expenditure of the Municipality. • Managing the municipality in an efficient and effective manner. • Implementing the strategic goals of the Municipality through cooperative and innovative teamwork.

DEPARTMENT: ECONOMIC DEVELOPMENT AND PLANNING

DIRECTOR: ECONOMIC DEVELOPMENT AND PLANNING

Directorate: Municipal Manager's office

Type: Five (05) years performance based contract

Fixed-term employment contract for 5 years; the successful candidate will be expected to sign an employment contract agreement and a performance agreement and complete the disclosure of financial interest form.

Annual total remuneration package: **R 846 307 - R 950 907 - R 1 040 327** (the offer of remuneration will be determined by competence and current salary earnings read together with the guidelines as set out in Government Gazette Number 40117 dated 1 July 2016)

Requirements: Bachelor of Science Degree in Building Science/ Architect/ Bachelor Degree in Town Planning and Regional Planning/ Development Studies; or equivalent. Project management certificate of diploma or registration as a Professional Planner in accordance with the Planning Professions Act, 2002 (Act No 36 of 2002) will be an added advantage. The incumbent must have minimum of five years relevant experience at senior or middle management level and have proven successful Professional Development/ Town and Regional Planning experience. Proven successful institutional transformation within public service. The incumbent must be computer literate and have a valid drivers' license and own roadworthy vehicle. Certificate in Municipal finance management programme.

Competencies: the incumbent must have the following core competencies as per government gazette no. 37245: Strategic direction and leadership, people management, program and project management, finance management, change information management, communication, results and quality focus.

Knowledge: Good knowledge and understanding of relevant policy and legislation; Good understanding of institutional governance system and performance management; Good knowledge of understanding supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000); knowledge of geographical information systems; and knowledge of spatial, town and development planning. Good understanding of council operations and delegation of power, local economic development, building regulations, Spluma, audit and risk management.

Key performance Area: Provision of strategic direction and operational plans for the Municipality. Develop policies aimed at improving the social economic conditions of communities. Advise the Municipal Manager on national and regional trends affecting the Municipality. Ensure that a Local Economic Development Strategy and a Tourism Strategy that are linked to the IDP of the Municipality is developed and implemented. Ensure that a Spatial Development Framework (SDF) and Land Use Management System (LUMS) are developed and linked to the IDP of the Municipality

NB: Blouberg Municipality is an equal opportunity and affirmative action employer Committed to the implementation of Employment Equity Act and other Labour Laws.

Closing Date: 11 March 2022. Email or Faxed applications will not be considered.

NB. All applicants should list names, occupants and contact details of at least three non-relative individuals who may attest to their abilities. Shortlisted applicants may be screened for criminal records, qualification verification and /or any pending criminal cases.

Council reserves the right not to make any appointment and transfer employees between its head office at Senwabarwana and Satellite Offices (currently at Alldays, Eldorado, Tolwe, Raweshi, Langlaagte and Senwabarwana) from time to time due to operational reasons.

Interested persons must forward their application letters accompanied by a detailed CV and certified copies of qualifications and I.D to The Human Resource Manager, **Blouberg Municipality P.O Box 1593 Senwabarwana 0790: Enquiries: Netshimbupfe MP 015 505 7100.**

Should you not hear from us within six weeks of the closing date kindly accept that your application has been unsuccessful.

**RAMOTHWALA RJ
ACTING MUNICIPAL MANAGER**