



MADIBENG LOCAL MUNICIPALITY VACANCIES



The Madibeng Local Municipality, with its Head Office in Brits seeks a competent and visionary leader to head its administration. Applications are invited from suitably qualified candidates for the position of **Municipal Manager**.

TERM OF APPOINTMENT: A fixed term contract of employment, **NOT EXCEEDING** one (1) year after the election of next Council.

MUNICIPAL MANAGER

Remuneration: An all-inclusive remuneration package between **R1 530 886.00** (minimum); **R1 783 458.00** (midpoint) or **R2 077 729.00** (maximum) per annum as per Government Gazette 48789 of 14 June 2023.

The incumbent will be stationed at Madibeng Local Municipality, 53 Van Velden Street, Brits.

KEY REQUIREMENTS: • B. Degree in Public Administration/ Political Science/ Social Science/ Law or equivalent. A postgraduate qualification in the relevant field will be an added advantage added advantage. A certificate in Municipal Finance Management or Certificate Programme in Municipal Development (CPMD) in line with Minimum regulations on competency level of 2007. Minimum of Five (5) years relevant experience at senior management level and have proven successful institutional transformation with public or private sector; Valid driver's Licence, Computer Literacy.

KNOWLEDGE: Advance knowledge and understanding of relevant policy and legislation; Advanced understanding of institutional governance systems and performance management; Advance understanding of council operations and delegation of powers; Good governance; Audit and Risk management establishment and functionality; Budget and finance management.

CORE FOCUS AREAS: Provide strategic leadership to the following functional areas: Financial management, Corporate Support Services, Infrastructure and Technical Services, Local Economic Development, Tourism and Agriculture, Community Services, Human Settlement and Planning and Public Safety Fleet and Facility Management.

KEY PERFORMANCE AREA: Responsible and accountable for: the formation and development of an economical, effective, efficient and accountable administration; the management of the municipality's administration in accordance with the municipal systems act and other legislation applicable to the municipality; implementation of the municipality's integrated development plan, and monitoring of progress with implementation of the plan; the management of the provision of services to the services to the local community in a sustainable manner; the appointment of staff other than those referred to in section 56 (a) of the municipal systems act, subject to the Employment Equity Act, 1998 (Act No 55 of 1998); the management, effective utilisation and training of staff; maintenance and discipline of staff; the promotion of sound labour relations and compliance by the municipality with applicable labour legislation; advising political structures and political office bearers of the municipality; managing communication between the municipality's administration and its political structures and political office bearers; carrying out the decisions of political structures and political office bearers of the municipality; administration and implementation of the municipality's by-laws and other legislation; the exercise of any powers and the performance of any duties delegated by the municipal council, or sub-delegated by other delegating authorities of the municipality, to the municipal manager in terms of section 58 of the municipal systems act; facilitating participation by local community in the affairs of the municipality; developing and maintaining a system whereby community satisfaction with municipal services is assessed; the implementation of national and provincial legislation applicable to the municipality and the performance of any function that may be assigned by the municipal council. As accounting officer of the municipality the municipal manager is responsible for all income and expenditure of the municipality; all assets and discharge of all liabilities of the municipality; and proper and diligent compliance with the Municipal Finance Management Act.

NB: Please note that shortlisted candidates will be subjected to qualification verification, security checking and vetting before interviews. All recommended candidate post the interview process will be subjected to competency assessment. Successful candidates will be required to sign an employment contract with the municipality. The incumbent will also be subjected to sign a separate performance agreement within 60 days of appointment which will also be concluded annually within one (1) month after the beginning of each financial year

Applications must be submitted on the official application form for senior managers (the form is obtainable from www.madibeng.gov.za) and must be accompanied by a comprehensive and typewritten of legible Curriculum Vitae; certified copies of relevant certificates, identity document, driver's license and a covering letter. All applications for this position must be addressed to the: Director Corporate Support Services, Madibeng Local Municipality, **Vacancies: Municipal Manager, P.O. Box 106, Brits, 0250** or hand delivered to **6th Floor room 621 or 616, Municipal Offices, 53 Van Velden Street, Brits**. Faxed or Emailed applications will not be considered. Applications without relevant documents will not be considered. Communication will be limited to shortlisted candidates. Applicants from previously disadvantaged groups are encouraged to apply.

The appointment will be made according to Council's Employment Equity Plan, which ensures representation of designated groups in the Municipality, including those with disabilities.

Kindly direct any enquiries for this position to the Director Corporate Support Services, 012 318 9401/9514 during office hours (08:00 -16:00).

The closing date for the position is 03 June 2024 at 16h00

NB: Council reserves the right to withdraw, amend and /or suspend the process at any time when necessary

Cllr. Douglas Maimane: **Executive Mayor**
Madibeng Local Municipality
CIVIC CENTRE | 53 VAN VELDEN STREET | BRITS
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