

EXTERNAL VACANCY ADVERTISEMENT

Moqhaka Local Municipality with its Head Office in Kroonstad in the Free State Province, invites suitable candidates to apply for the following position.



"People's power in action"

OFFICE OF THE MUNICIPAL MANAGER RE-ADVERTISEMENT: DIRECTOR COMMUNITY AND SOCIAL SERVICES (PERMANENT)

**Remuneration package per annum: R 987 238 (Minimum) R 1 124 899 (Midpoint)
R 1 276 762 (Maximum) all inclusive**

(As determined by notice No: 47538 of 18 November 2022 on upper limits for senior managers for a Category 4 Municipality)

Center: Kroonstad, Free State

Reporting to the Municipal Manager, the Director Community and Social Services is a custodian of Traffic Management, Security Services, Fire and Rescue Services, Parks and Cemeteries, Solid waste Management and Sports and Recreation. The position operates at a strategic level; the incumbent will assume overall responsibility for strategic direction and leadership of the Directorate.

Minimum Requirements:

- Bachelor's Degree or B. Tech in Social Sciences/Public Administration or equivalent.
- Certificate in Municipal Financial Management Programme as prescribed by National Treasury, Government Gazette No 29967 dated 15 June 2007 will be an added advantage or attainment of this competency requirement within 18 months in terms of the Treasury Regulations.
- Five years' experience in Middle Management position in Local Government level/ public service
- An extensive knowledge and understanding of community services and public safety functions
- Understanding of legislations related to: Parks and Recreation, Cemeteries, Traffic Management, Fire & Rescue, disaster management and Solid Waste management.
- Extensive planning and management skills, good interpersonal skills, negotiation skills, conceptual and analytical skills
- Excellent communication and report writing skills
- Extensive knowledge and understanding of local government-related legislations
- Knowledge and understanding of MS Word, Excel and PowerPoint
- A valid driver's license

Skills and competencies:

Good knowledge and understanding of relevant policy and legislation and councils operations. Strategic leadership and management. Strategic financial management. Governance, ethics and values in public sector. People management. Program and project management. Change leadership. Report writing and presentation skills.

Key performance areas

- Manage the entire Community and Social Services Directorate and provide advice on Local Government legislative Prescripts.
- Strategic planning, organizing, lead and controlling all activities of the Directorate.
- Draft and control Directorate's activity based budget.
- Develop and implement the Directorate SDBIP, lead and direct staff to ensure implementation.
- Develop strategies that enhance service delivery in the municipality and promote good relations and participation of beneficiaries.
- Responsible for all assets, income and expenditure related to Directorate.
- Ensure that municipal services within area of responsibility are provided to the local community in an equitable manner taking into consideration quality cost and time.
- Consult the local community about municipal services within area of responsibility provided.
- Support municipal strategy.

Please note: Due to the large number of applications we envisage to receive applications will not be acknowledged, should you not be contacted within three (3) months of the closing date of the advertisement, please consider your application unsuccessful. Qualifications and SA citizenship checks will be conducted on all short-listed candidates. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach the proof thereof. The municipality subscribes and promotes the principles of employment equity and affirmative action. The Council reserves the right not to make an appointment if, in its view, no suitable candidate could be found. Only candidates who meet the abovementioned competencies will be shortlisted. Candidates should note that some of the above-mentioned competencies may at the discretion of the Council be formally assessed as part of the selection process. Successful candidates will be subjected to competency assessments, qualification verification, security vetting and criminal records checking. On appointment the appointee should not hold any political office in a political party whether in a permanent, temporary, or acting capacity. The successful candidate will be required to sign an employment contract before commencement of duty, a performance agreement contract and disclosure of financial interest within 60 days of appointment.

This advertisement is subject to Local Government Regulation on the appointment and conditions of employment of Senior Managers 17 January 2014. Interested persons meeting the above-mentioned requirements are requested to complete and submit the Annexure C form as required by the 2014 Local Government Regulation that is accessible on the following website: www.gpwonline.co.za, at the municipal offices and municipal website, together with a comprehensive Curriculum Vitae (CV), certified copies of qualifications and driver's license must be forwarded to the Municipal Manager, Ms. P.H Tshabalala Mqhaka Local Municipality, P.O Box 302, KROONSTAD, 9500 or hand deliver applications at Municipal Building, Hill Street, KROONSTAD, 9500. Faxed, e-mailed and late applications will not be considered. Applicants who previously applied for this position(s) are encouraged to re-apply.

**Enquiries: Ms. G.D Ramaboea, Tel: 056 216 9411
Closing date: 13 June 2023**