



LEPELLE-NKUMPI

LOCAL MUNICIPALITY

www.lepelle-nkumpi.gov.za

Lepelle-Nkumpi Local Municipality is situated in the Capricorn District Municipality of Limpopo Province. The Municipality boasts great tourism development potential and also ever increasing discovery of both underground and surface mineral deposits. It is also the seat of the Limpopo Provincial Legislature and is situated south east of Polokwane.

THE FOLLOWING VACANT POST EXISTS FOR FILLING BY SUITABLY QUALIFIED AND EXPERIENCED CANDIDATES INTERNAL AND EXTERNAL

MUNICIPAL MANAGER'S OFFICE MUNICIPAL MANAGER

Fixed term employment contract for two (2) years and the incumbent shall be expected to sign an employment contract, a performance agreement and complete the disclosure of financial interest form.

ANNUAL TOTAL REMUNERATION PACKAGE: R1 038 509.00 (minimum) or R1 193 690.00 (midpoint) or R1 348 869.00 (maximum) per annum

(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 42023 dated 8 November 2018).

REQUIREMENTS: B-degree in Public administration/ Political Science/ Social Sciences/ Law or relevant equivalent qualification and minimum competency levels as set out Government Gazette Number 29967 dated 15 June 2007. Five (5) years experience at a senior management level in local government environment and have proven successful institutional transformation within public and private sector. The successful candidate will be required to sign a performance agreement.

In addition to the requirements Local Government: Regulation on Appointment and Conditions of Employment of Senior Managers, Chapter 3 section 16(1) prescribes that "the candidates recommended for appointment to the post of a senior manager must undergo a competency assessment."

KNOWLEDGE: Extensive Knowledge on legislation patterning to local government and financial management, Service delivery innovations and strategic Capabilities. Good knowledge of local government performance management system. Proven ability to communicate and negotiate at all levels of government. Good knowledge of councillors operation and delegation of powers. King III code. Advanced understanding of institutional government system and performance management. Advanced understanding of councillor operations. Good governance. Audit and risk management establishment and functionality as well as budget and finance management.

CORE COMPETENCIES: Customer management, Ethics, Integrity and professionalism. Impact influence. Governance and risk management, services delivery. Critical thinking. Financial management, knowledge and information management. Negotiations and conflict resolutions. People management. Planning and organizing.

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 legislations applicable to the municipality. Managing the provision of services to the communities in the affairs of the municipalities. Developing and maintaining a system to assess community satisfaction with municipal services. Managing, appointing and maintain staff discipline. Ensuring effective and efficient utilization of the resources of the municipality. Promoting sound labour relations and compliances by 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 the efficient and effective manner, implementing the strategic goals of the Municipality through cooperative and innovative teamwork.

Lepelle - Nkumpi Local Municipality is an equal opportunity affirmative action employer. It is our intention to promote representation (race, gender and disability) in the municipality through filling of this position. The municipality reserves the right not to fill any of the advertised positions. Applications must be submitted on an official application form obtainable from the municipal website (www.lepelle-nkumpi.gov.za) and must be accompanied by comprehensive curriculum vitae, certified copies of academic qualifications (including computer literacy certificate), academic records, Identity Document and driver's license. Short listed candidates will be required to produce original copies of qualifications and identity document on or before the appointment.

NB: When you apply for this post, you give the municipality consent to process your personal information. The successful candidate will be subjected to security screening. NB: Shortlisted candidates will be subjected to a compulsory security vetting: reference checks by contacting current or previous employer; validity of qualifications; verifying whether a candidate has been dismissed previously for misconduct or poor performance. Recommended candidates will be subjected to competency assessment test. The successful candidate will be required to submit disclosure of financial interest, be expected to sign an employment contract and performance agreement. Correspondences will only be entered into with shortlisted candidates. Applicants will be penalised for canvassing.

All enquiries must be directed to Ms. MV Muparutsa - (015) 633 4533 and Mr. CR Mphahlele - (015) 633 4522. If you don't hear from us within two months after the closing date, please accept that your application was unsuccessful and Correspondence will be entered into with short listed candidates only. The shortlisted candidates will be subjected to screening and vetting process to determine suitability.

FAXED AND E-MAIL APPLICATIONS ARE NOT ACCEPTABLE, LEPELLE-NKUMPI IS AN EQUAL OPPORTUNITY EMPLOYER.

People from the designated group are urged to apply.

CLOSING DATE: 20 MARCH 2020