



UMZUMBE MUNICIPALITY UMASIPALA WASEMZUMBE



POST OF THE MUNICIPAL MANAGER
RE-ADVERTISEMENT

Umzumbe Local Municipality would like to appoint the Municipal Manager on a five (5) year fixed employment contract, to be placed at Umzumbe Municipal Offices, Mathulini MPCC Siphofu Road, and Umthwalume.

THE MUNICIPAL MANAGER

BENEFITS: AN ALL-INCLUSIVE REMUNERATION PACKAGE OF BETWEEN R 852,706 – R1, 042,196.00 IS PAYABLE TO THE SUCCESSFUL CANDIDATE.

COMPETENCY REQUIREMENTS:

- A Bachelor's Degree in Public Administration/Political Science/Social Sciences/Law; or equivalent.
- Also a minimum of 5 year's relevant experience at a senior management level position and a proven successful institutional transformation within public and private sector is needed.
- The applicant will be required to possess modules for Senior Managers in Municipal Finance Management (SAQA) qualification ID No 48965), as is provided for Regulation 493, dated 15 June 2007, as amended.
- Where an applicant does not have the minimum competencies as required by MFMA, the applicant must obtain the required modules within 18 months of appointment as per the government gazette no 40593 dated 3 February 2017.
- The person must have an advanced knowledge and understanding of relevant policy and legislation.
- Advanced understanding of institutional governance systems and performance management.
- Advanced understanding of council operations and delegation of powers, good governance.
- Audit and risk management establishment and functionality, and
- Budget and financial management.
- Excellent communication, report writing and negotiation skills are also needed.
- Thorough knowledge of Local Government structures, including ubuXhosi and Traditional Leaders protocols.
- Fluency in both isiZulu and English.
- Good interpersonal skills and ability to liaise with all levels of the community.
- Unendorsed driver's license.
- Computer literacy is a necessity.
- The incumbent will need to sign an employment contract, a performance agreement and a disclosure of financial interests.
- Must be a South African citizen or a permanent resident.

CORE FUNCTIONS AND RESPONSIBILITIES:

- Good interface with the Mayor and all structures and committees of council.
- Basic Service Delivery, Local Economic Development, Municipal Financial viability and management.
- Good governance and public participation, Manage the municipality's administration in accordance with the Constitution, Local Government Municipal Structures Act, Local Government Municipal Systems Act and other applicable legislation.
- Ensure Council's decisions and Municipal By-Laws are implemented effectively and efficiently.
- Ensure sound financial management and compliance with the Local Government Municipal Finance Management Act.
- Ensure sound cooperative governance.
- Ensure the proper implementation of Back to Basics.

Applications can be hand delivered at the office of the Mayor at P73 Siphofu Road, Mathulini MPCC, and Umthwalume 4186 or posted to the Mayor of Umzumbe, P.O. Box 561, Hibberdene 4220.

Enquiries should be directed to the office of the Mayor at 039 9720005 or 072 133 2155 during office hours (08h00 – 16h30). The municipality reserves the right not to make an appointment.

Note: An application form accompanying a comprehensive CV and certified copies of qualifications must be submitted as no application will be considered without the application form. The application form can be downloaded from www.umzumbe.gov.za or ask to be faxed a copy of the form. No late, faxed or emailed CV's will be accepted or taken into consideration during the selection process. Umzumbe Municipal Council is committed to the provisions of the Employment Equity Act. Please indicate a disability if any. Canvassing of Councillors or employees in respect of the position will lead to immediate disqualification of the applicant. The recommended candidates for appointment will undergo a competency assessment.

Applicants must note that further screening will be conducted once they are shortlisted and that their appointment is subject to positive outcomes on the screenings, which include reference checks, contacting current or previous employer, vetting for validity of the qualifications and verify for any dismissal previously for a misconduct or poor performance. The recommended candidates for appointment to the position will undergo a competency based assessment.

NB: Applicants who applied previously need not reapply as their applications will be considered for recruitment process.

CLOSING DATE: THURSDAY 15TH JUNE 2017 at 16H00

Mayor: Cllr S R Ngcobo.

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