



TSWELOPELE

LOCAL MUNICIPALITY

A MUNICIPALITY IN PROGRESS

Tswelopele Municipality is an equal opportunity employer and invites applications from experienced, qualified, innovative, committed and energetic individuals with vision, for appointment to the following position on a five years fixed performance-based contract which will be based at Head Office, Bultfontein:

DIRECTOR COMMUNITY SERVICES

KEY REQUIREMENTS ⇒ Bachelor Degree in Social Science, Public Administration, Law or equivalent ♦ A Certificate in CPMD or MFMP in terms of minimum competency level as per Government Gazette No. 29967 of 15 June 2007 - The above appointment will be made in compliance with the provisions of sections 56 of the Local Government: Municipal Systems Act, 2000 ♦ A minimum of at least 5 years' work related experience at middle management level in the local government sphere ♦ Practical knowledge of the local government environment ♦ Proven successful institutional transformation within public or private sector ♦ Computer literacy ♦ Valid driver's licence.

KEY COMPETENCIES ⇒ Good knowledge and understanding of relevant policy and legislation ♦ Good knowledge and understanding of institutional governance systems and performance management ♦ Understanding of council operations and delegation of powers ♦ Understanding of environmental health service management ♦ Understanding of cemetery management ♦ Understanding of public safety ♦ Understanding of parks and recreation management ♦ Registration with the South African Council for Social Service Professionals (SACSSP), or similar recognised relevant professional body will be added advantage.

RESPONSIBILITIES / DUTIES ⇒ Provide advice to the Municipality regarding all aspects falling within his/her scope of work and carry out decisions ♦ Develop, implement and manage strategic goals, policies, procedures and plans for his/her department and give advice thereon ♦ Provide sports, arts and culture, Disaster management ♦ Manage HIV/AIDS and people with disabilities services ♦ Update statutes and council by-laws ♦ Responsible for governance ♦ Compile the departmental budget according to MTREF standards.

SALARY ⇒ Total remuneration package will be in terms of Government Gazette No 42023 of 8 November 2018 (Minimum R811 416 per annum; midpoint R911 704 per annum; maximum R1 011 991 per annum). The pay scale will be determined by competence.

BENEFITS / CONDITIONS OF EMPLOYMENT ⇒ In terms of Government Gazette No. 37245 of 17 January 2014.

- NB:**
1. Faxed or emailed applications will not be considered. Fraudulent academic qualifications or documents will result into the immediate disqualification of your application.
 2. The successful candidate must sign an employment contract, a performance agreement and the disclosure of financial interest forms and also undergo security vetting / screening.
 3. Application forms are available at the municipal offices or for download on the municipal website (www.tswelopele.gov.za). NB: all applications must be on the official application form.
 4. Shortlisted or recommended candidates will be subjected to a competency based assessment prior appointment.
 5. Verification of qualifications and employment history or reference checks will be conducted prior to appointment.

Council reserves the right to place and move candidates anywhere within the municipality. The Municipality reserves the right not to appoint any applicant to this position.

All enquiries may be directed to: Municipal Manager at Tel 051 853 1111.

Please forward your application with Curriculum Vitae and originally certified copies of qualifications to: The Municipal Manager, PO Box 3, Bultfontein, 9670 or submit it at the Municipal Offices, Civic Centre, Bosman Street, Bultfontein.

CLOSING DATE: 28 February 2020 at 12:00.

If you have not heard from us after 3 months of closing date, please accept that your application was not successful.

**MRE MOGOPODI
MUNICIPAL MANAGER
07 February 2020**