



LEPHALALE MUNICIPALITY

Lephalale is one of the fastest growing towns in Limpopo due to the presence of natural coal reserves, huge industrial expansion projects initiated by mainly coal mining processing and electricity generation. Suitably qualified persons who wish to take role in the development and exposure of the Municipality are hereby invited to apply for the following challenging positions:

POSITION: EXECUTIVE MANAGER: STRATEGIC MANAGEMENT (RE –ADVERT: IF YOU PREVIOUSLY APPLIED FOR THIS POSITION, YOU ARE ADVISED TO RE-APPLY)
DURATION: FIVE (5) YEAR PERFORMANCE-BASED CONTRACT
REMUNERATION: R932 548– R1 078 089– R1 223 632 PLUS 7% REMOTE ALLOWANCE (IN LINE WITH GOVT GAZETTE NO.:42023)
WORKSTATION: LEPHALALE CIVIC CENTER

The incumbent is expected to sign an appointment contract, a performance agreement and disclosure of financial interest. The shortlisted candidates consent to qualifications, employment background and security vetting.

Requirements: A relevant Bachelor Degree or equivalent. Five (5) years' experience in middle management and have proven successful management experience and administration. Computer literacy and a valid code 8 drivers licence. Certificate in Municipal Finance Management (MFMP) or Certificate Program in Municipal Development (CPMD) will be an added advantage. Successful candidate who does not have the CPMD or MFMP must complete it within eighteen (18) months from the date of appointment in accordance with Government Notice no. 91 of February 2017 as promulgated in Government Gazette No.40593, failing which the appointment will automatically be terminated one month after the applicable period.

The incumbent must have the following leading and core competencies as per the government gazette no: 37245 dated 17 January 2014 and municipal regulations on minimum competency levels issued in terms of the Local Government Municipal Finance Management Act 2003 dated 1 July 2007.

Strategic Leadership and Management, Strategic and Operational Financial Management, Risk and Change Management, Project Management, Legislation, Policy Implementation, Stakeholder Relation, Supply Chain Management, Financial and Performance Reporting.

Knowledge & Skills: Advanced understanding and knowledge of the municipal legislation regulating municipal governance. Extensive understanding and knowledge of municipal administration and political landscape regulation municipal operations. Advanced performance management reporting and project management, financial management. Ability to work under pressure. Good knowledge and interpretation of policy and legislation, good knowledge of performance management system, good governance, and good knowledge of

supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000). Registration with a relevant professional body will be an added advantage.

Attributes: Strategic planning, leadership and management, strong in governance, strong business and work ethics, and values, result-orientated, innovation, problem solving and analytic thinking, customer-oriented, communication skills, accountable, team-player, Supply Chain Management, Project Management, Legislation, Policy development and implementation. High level of emotional intelligence, negotiation, attention to detail, etc.

KPA's, inter alia, will: Provide an overall management of the offices of the Mayor, Speaker, Chief Whip, Communications, Public Participation, LED, PMS, IDP. Ensure that Office of the Mayor, Speaker and the Chief Whip comply with all legislation applicable to local government. Co-ordinate strategic planning sessions and compile strategic planning reports. Ensure compliance to Performance Management System Legislative Framework. Ensure that there is link between the performance indicators and targets, the Integrated Development Plan and Service Delivery Budget Implementation Plan and the individual performance agreements of all senior managers and other officials. Co-ordinate development and implementation of the IDP and service delivery. Manage corporate communication system of Municipality. Write speeches for the Mayor, Speaker and the Chief Whip. Accompanying the Mayor, Speaker and the Chief Whip to official functions/meetings/visits both locally and abroad when requested. Manage and co-ordinate the public participation. Ensure economic development throughout Municipality to enhance the resilience of the macro-economic growth.

POSITION: EXECUTIVE MANAGER: INFRASTRUCTURE SERVICES (RE –ADVERT: IF YOU PREVIOUSLY APPLIED FOR THIS POSITION, YOU ARE ADVISED TO RE-APPLY)
DURATION: FIVE (5) YEAR PERFORMANCE-BASED CONTRACT
REMUNERATION: R932 548– R1 078 089– R1 223 632 PLUS 7% REMOTE ALLOWANCE (IN LINE WITH GOVT GAZETTE NO.:42023)
WORKSTATION: LEPHALALE CIVIC CENTER

The incumbent is expected to sign an appointment contract, a performance agreement and disclosure of financial interest. The shortlisted candidates consent to qualifications, employment background and security vetting.

Requirements: Three (3) year Bachelor of Science Degree in Engineering /B-Tech: Engineering or equivalent. Five (5) years' experience at middle management level or as programme/project manager and 3-4 years must be at professional/management level engineering management experience. Certificate of competency as required in terms of the General Machinery Regulations, 1988 or Registration with a recognised relevant engineering professional body will be an added advantage. Computer literacy. A valid Code 08 driver's license. Certificate in Municipal Finance Management (MFMP) or Certificate Program in Municipal Development (CPMD) will be an added advantage. Successful candidate who does not have the CPMD or MFMP must complete it within eighteen (18) months from the date of appointment in accordance with Government Notice no. 91 of February 2017 as promulgated in Government Gazette No.40593, failing which the appointment will automatically be terminated one month after the applicable period.

The incumbent must have the following leading and core competencies as per the government gazette no: 37245 dated 17 January 2014 and municipal regulations on minimum competency levels issued in terms of the Local Government Municipal Finance Management Act 2003 dated 1 July 2007.

Strategic Leadership and Management, Strategic and Operational Financial Management, Risk and Change Management, Project Management, Legislation, Policy Implementation, Stakeholder Relation, Supply Chain Management, Financial and Performance Reporting.

Knowledge & Skills: Good knowledge and understanding of relevant policy and legislation. Good knowledge and understanding of institutional governance systems and performance management. Must have extensive knowledge of the public office environment. Must be able to formulate engineering master planning, project management and implementation. Ability to work under pressure. Good knowledge and interpretation of policy and legislation, good knowledge of performance management system, good governance, and good knowledge of supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000). Registration with a relevant professional body will be an added advantage.

Attributes: Strategic planning, leadership and management, strong in governance, strong business and work ethics, and values, result-orientated, innovation, problem solving and analytic thinking, customer-oriented, communication skills, accountable, team-player, Supply Chain Management, Project Management, Legislation, Policy development and implementation. High level of emotional intelligence, negotiation, attention to detail, Stakeholder relations. Good knowledge of supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

KPA's, inter alia, will: Manage complex civil infrastructure projects from planning, design, implementation, contract management, quality assurance and compliance. Manage the Municipal Infrastructure Grant and other infrastructure projects funding grants. Manage the provision of services with regards to water and sanitation, electricity, roads and storm-water within the municipal area. Oversee review and development of infrastructure services related policies. Give input towards preparation of the IDP and SDBIP. Compilation, implementation, monitoring and reporting of departmental budget.

POSITION: CFO: BUDGET & TREASURY SERVICES

DURATION: FIVE (5) YEAR PERFORMANCE-BASED CONTRACT

REMUNERATION R932 548– R1 078 089– R1 223 632 PLUS 7% REMOTE ALLOWANCE (IN LINE WITH GOVT GAZETTE NO.:42023)

WORKSTATION: LEPHALALE CIVIC CENTER

The incumbent is expected to sign an appointment contract, a performance agreement and disclosure of financial interest. The shortlisted candidates consent to qualifications, employment background and security vetting.

REQUIREMENTS: BCom Accounting or relevant equivalent qualification. At least five (5) years experience at middle management level and a proven successful management experience in Supply Chain Management, Income, Expenditure and Reporting. Excellent communication skills with an ability to interlink and interact with stakeholders at all levels. Computer Literacy. Valid code B driver's license. Certificate in Municipal Finance Management (MFMP) or Certificate Program in Municipal Development (CPMD) will be an added advantage. Successful candidate who does not have the CPMD or MFMP must complete it within eighteen (18) months from the date of appointment in accordance with Government Notice no. 91 of February 2017 as promulgated in Government Gazette No.40593, failing which the appointment will automatically be terminated one month after the applicable period.

The incumbent must have the following leading and core competencies as per the government gazette no: 37245 dated 17 January 2014 and municipal regulations on minimum competency levels issued in terms of the Local Government Municipal Finance Management Act 2003 dated 1 July 2007.

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KNOWLEDGE: Good knowledge and understanding of relevant policy and legislation, institutional governance systems, internal labour processes and performance management. Good knowledge of Supply Chain Management regulations PPPF Act 2000, Income, Expenditure and Reporting Services. Good knowledge of supply chain management.

KEY PERFORMANCE AREAS Inter alia: Preparing and submitting reports to the Municipal Manager and Council. Excellent communications skills with the ability to interlink and interact with stakeholders at all levels. Designing and implementing a financial strategy. Preparing budgets and monitoring the income and expenditure patterns. Advising the Accounting Officer on the exercise of powers and duties assigned to the Accounting Officer in terms of MFMA. Ensuring compliance with the Supply Chain Management Legislation and Regulations. Managing the following key performance areas: Management of Revenue, Budgeting & Reporting , Expenditure and Supply Chain Management Unit. Managing the statutory audit and providing assurance to the Auditor-General. Ensuring the management and execution of the financial and related matters. Ensuring the effective and efficient management of the Finance Investment and Banking, Treasury and Risk. Submitting financial reports as per the requirements of the MFMA Act, No. 56 of 2003.

POSITION: MUNICIPAL MANAGER

DURATION: (FIXED TERM CONTRACT OF NOT MORE THAN ONE YEAR AFTER THE NEXT MUNICIPAL ELECTIONS)

REMUNERATION: R1 129 229 – R1 313 058– R1 496 887 PLUS 7% REMOTE ALLOWANCE (IN LINE WITH GOVT GAZETTE NO.:42023))

WORKSTATION: LEPHALALE CIVIC CENTER

The incumbent is expected to sign an appointment contract, a performance agreement and disclosure of financial interest. The shortlisted candidates consent to qualifications, employment background and security vetting.

REQUIREMENTS: Bachelor Degree in Public Administration/ Political Science/Social Science/Law or equivalent. Five years (5) relevant experience at senior management level and have proven successful institutional transformation within public or private sector. The applicant must be computer literate and have code B driver's license and his/her own roadworthy vehicle. Certificate in Municipal Finance Management (MFMP) or Certificate Program in Municipal Development (CPMD) will be an added advantage. Successful candidate who does not have the CPMD or MFMP must complete it within eighteen (18) months from the date of appointment in accordance with Government Notice no. 91 of February 2017 as promulgated in Government Gazette No.40593, failing which the appointment will automatically be terminated one month after the applicable period.

The incumbent must have the following leading and core competencies as per the government gazette no: 37245 dated 17 January 2014 and municipal regulations on minimum competency levels issued in terms of the Local Government Municipal Finance Management Act 2003 dated 1 July 2007.

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Strategic direction and leadership; people management; program and project management; financial management, change management; government leadership. Moral competence; planning and organizing; analysis and innovation; knowledge and information management; communication; results and quality focus.

WORK RELATED KNOWLEDGE

Advanced knowledge and understanding of relevant policy and legislation. Advanced understanding of institutional governance systems and performance management. Advanced understanding of Council operations and delegations of powers. Good governance. Audit and risk management established and functionality. Budget and finance management.

CORE FOCUS AREA: Budget and Treasury, Corporate Support Services, Infrastructure Services, Social Services, Strategic Support Services and Planning and Economic Development Services.

KPA's Inter alia

Provide ethically correct advice to the Mayor and Council. Ensure implementation of Council Policies and Resolutions. To provide vision, set direction for the municipality and inspire others to deliver on the mandate of the municipality. To ensure that as Accounting Officer, the municipality complies with the Municipal Finance Management Act No 56 Of 2003. To initiate and support municipal transformation. To explore and implement new ways of delivering services. Render strategic leadership during development, implementation and monitoring of the Integrated Development Plan (IDP) and Performance Management System (PMS). To communicate effectively with all municipal stakeholders. To display and build the highest standards of ethical and moral conduct. Performs and accountable for municipal transformation and organization development; basic service delivery; local economic development; municipal financial viability and management and good governance and public participation. Represent the Municipality at Provincial and National Forums;

Closing Date: 04 October 2019 MG Makgamatha Tel.no.014 762 1414.

At least 60% of the total remuneration package to be structured salary and 40% be flexible in accordance with SARS guidelines.

All applications must be submitted on Lephale Local Municipality's application form for section 56 Executive Managers positions that is downloaded on our website: www.lephale.gov.za and must be accompanied by a detailed CV, originally certified copies of qualifications, ID, driver's license and covering letter that indicate the position you are applying for and must be sent by post to: *The Acting Municipal Manager , Lephale Local Municipality, Private Bag X136, Lephale, 0555 or hand delivered to Lephale Local Municipality, Corner Joe Slovo & Dou Water Street, Lephale 0555, Corporate Support Services, Records Office.*

Faxed or e-mailed applications and those without the relevant accompanying documents will not be considered.

Lephalale Municipality is an affirmative action and equal opportunity employer and is committed to transformation.

If you are not contacted within 90 days after the closing date, kindly consider your application as unsuccessful.

Date: 12/09/2019

Notice no.: V4/2019/2020

MM COCQUTY

Acting Municipal Manager