



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: DIRECTOR SOCIAL SERVICES (IF YOU HAVE PREVIOUSLY APPLIED FOR THIS POSITION YOU ARE ADVISED TO RE-APPLY)

DURATION: PERMANENT

REMUNERATION: R965 958– R1,103 953 – R1,224 083 PLUS 7% REMOTE

ALLOWANCE (IN LINE WITH GOVT GAZETTE NO.: 50737)

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 of Science Degree in Social Sciences / Public Administration / Law, or equivalent. Five (5) years' experience at middle management level. Have a proven successful institutional transformation within public and private sector. Registration with the South African Council for Social Services Professionals (SACSSP) or similar recognised relevant professional body will be an added advantage. A valid Code 08 driver's license. Successful candidate who does not have the CPMD or MFMP must complete it within eighteen (18) months from the date of appointment, failing which the appointment will automatically be terminated one month after the applicable period.

Knowledge & Skills: Good knowledge and understanding of relevant policy/legislation, understanding of institutional governance systems and performance management. Understanding of council operations and delegation of powers, as well as waste, cemetery, public safety, parks and recreation management.

Attributes: Strategic planning, leadership and management, good governance, result-orientated, innovation, problem solving, analytic thinking, customer-oriented, communication skills, accountable, team-player, Project Management, Legislation, Policy development and implementation. Good knowledge of supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

KPA's, inter alia: Responsible for the following functions: Traffic, licensing, Library, Parks, environment and waste management. Provide strategic management and leadership for the department and municipality. Manage and improve all administrative functions. Compile annual reports, attend and execute Executive Committee and Council resolutions. Develop and implement policies and strategies. Compile and manage budget. Ensure that the municipality complies with all provisions of the statutory organ. Ensure community participation on matters of governance. Management of environmental health including refuse removals service. Provide strategic leadership in the department. Development of Batho Pele organizational culture within the department.

POSITION: DIRECTOR DEVELOPMENT PLANNING SERVICES: RE-ADVERT (IF YOU HAVE PREVIOUSLY APPLIED FOR THIS POSITION YOU ARE ADVISED TO RE-APPLY)
DURATION: PERMANENT
REMUNERATION: R965 958– R1,103 953 – R1,224 083 PLUS 7% REMOTE ALLOWANCE (IN LINE WITH GOVT GAZETTE NO.: 50737)
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 of Science Degree in Building Science/ Architect/ Bachelor degree in Town and Regional Planning or Development Studies or equivalent qualification. At least five (5) years' experience at middle management level and a proven successful Professional Developmental/Town and Regional Planning experience. Excellent communication skills with an ability to interlink and interact with stakeholders at all levels. Project Management Certificate/Diploma or registration as a professional planner in accordance with the planning profession Act 2002 (Act No.: 36 of 2002) will be an added advantage. Valid Code B driver's license. Successful candidate who does not have the CPMD or MFMP must complete it within eighteen (18) months from the date of appointment, failing which the appointment will automatically be terminated one month after the applicable period.

Knowledge & Skills: Good knowledge and understanding of relevant policy and legislation, institutional governance system, internal labour processes and performance management. Knowledge of geographical information system, spatial, town and development planning. Good knowledge of supply chain management regulations.

Attributes: Strategic Planning, leadership, good management attributes in governance, results-orientated, innovation, problem solving, analytical thinking, customer orientation, communication skills, accountable, team player, Project Management, Legislation, Policy development and implementation.

KPA's, inter alia: Preparing and submitting reports to the Municipal Manager and relevant committees on issues relevant to the Directorate. Ensure effective co-ordination between departments and Development Planning Directorate so that annual objectives are implemented. Ensure standard reporting and processes to be implemented to enable stakeholders to regularly re-align implementation and planning strategies for effective implementation of programs. Management of the following key performance areas: Human Settlement, Building Control and compliance, GIS, Spatial Planning, Land Use Management and Local Economic Development. Manage the Directorate's Day to day operations.

POSITION: CFO: BUDGET & TREASURY SERVICES
DURATION: PERMANENT
REMUNERATION: R965 958– R1,103 953 – R1,224 083 PLUS 7% REMOTE ALLOWANCE (IN LINE WITH GOVT GAZETTE NO.: 50737)
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, Revenue, 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. Successful candidate who does not have the CPMD or MFMP must complete it within eighteen (18) months from the date of appointment, failing which the appointment will automatically be terminated one month after the applicable period.

Knowledge and skills: 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.

Attributes: 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.

Key performance areas Inter alia: Preparing and submitting reports to the Municipal Manager and Council. Designing and implementing financial strategy within the municipality. 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 effective and efficient management of Finance Investment and Banking, Treasury and Risk. Submitting financial reports as per the requirements of the MFMA Act, No. 56 of 2003.

Closing Date: 07 March 2025

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

All applications must be submitted on Lephalale Local Municipality's application form for section 56 Senior Manager positions that is downloaded on our website: www.lephalale.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 Municipal Manager Private Bag X136, Lephalale, 0555 or hand delivered to Lephalale Local Municipality, Corner Joe Slovo & Dou Water Street, Lephalale 0555, Corporate Support Services, Records Office.* Faxed or e-mailed applications and those without the relevant accompanying documents will not be considered.

NB: Lephalale Municipality is an affirmative action and equal opportunity employer and is committed to transformation. Lephalale Municipality has the right to advertise or withdraw an advertisement at anytime without prejudice to anyone. Applicants with highest levels of personal integrity will be considered and appropriate pre-employment screening processes are obligatory for consideration in any post.

Date: 07/02/2025

Notice no.: V7/2024/2025

Ref: 4/3/2/3, 4/3/2/5 & 4/3/2/9


M. M. MOPE
Municipal Manager