



AMAJUBA DISTRICT MUNICIPALITY VACANY NOTICE

Amajuba District Municipality situated in Madadeni is an equal opportunity and affirmative action Employer. Suitably qualified candidates are invited to apply for the post as indicated below.

MUNICIPAL MANAGER REF: OMM0001

This is a Five Year (5) Fixed-Term Employment Contract not exceeding one year after next Local Government Elections. The successful incumbent shall be expected to sign an Employment Contract, a Performance Agreement and Disclosure of financial interests.

Remuneration: Negotiable in line with the Upper limits of total remuneration package to Senior Managers - Government Gazette No 43122 dated 20 March 2020 for municipal category 2: R1, 030 759 - R1, 141 500 -R1, 267 066.

Key Responsibilities:

- Responsible for promotion of a customer-centric Municipality where all employees serves both internal and external customers with passion while putting the spirit of customer services into practice.
- Promotes integrity and ethical behaviour in personal and municipal practices, promote institutional confidence, trust and professionalism.
- Builds alliance for service delivery whilst working efficiently and co-operatively with key and critical stakeholders.
- Promotes a culture of performance and accountability by setting and maintaining performance standards.
- Sets organizational overall strategic direction and leads transformation issues for organizational change.
- Guides and oversees the budget preparation and implementation processes of the Municipality.
- Oversee the quarterly and annual reports of financial and service delivery performance trends and interventions.
- Resolves critical and complex work challenges through development of innovative solutions where appropriate.
- Defines tasks and milestones to ensure systematic planning so as to accomplish prioritized objectives for Municipality.

Minimum Requirements:

- Matric,
- Bachelor's Degree in public administration/Political Sciences/Social Sciences/Law or Equivalent
- A qualification relating to the National Treasury Competency Requirements for Senior Officials e.g. CPMD/MFMP/ELMDP. An applicant who do not possess the required minimum competency will be given an opportunity to attain such within the period of 18 months of employment. Failing which, the employment contract will terminate automatically within one month after the applicable period.
- Competencies as per GG No: 29967, June 2007 and Government Gazette No. 37245 of 17 January 2014
- Valid Driver's License and No Criminal Record.
- 5 years' relevant experience at Senior Management Level.
- Proven successful institutional transformation within public or private sector.

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 Delegation of Powers
- Good governance.
- Audit and risk management establishment and functionality.
- Budget and finance management.

Applications must be submitted on an official Amajuba District Municipality's application form that is downloadable from our website: www.amajuba.gov.za which must be accompanied by a comprehensive CV, original certified copies of certificates, matric, identity document, drivers' licence and covering letter. Applications not made on the official form will not be considered.

Facsimiles, emails or late applications will **not** be accepted. Only short-listed applicants will be contacted. If you are not contacted one month after the closing date, your application would have been unsuccessful. Short-listed candidates will be subjected to security, reference checks as well as competency assessments as per regulations. The Municipality reserves a right not to appoint.

Closing date for submission of all applications: 13 May 2022 at 12h00

Applications MUST be addressed to Her Worship, The Mayor of Amajuba District Municipality, Cllr VV Bam on:

Physical Address:
Amajuba District Municipality
B9356 Amajuba Building
Section1
Madadeni 2952

Postal Address:
Amajuba District Municipality
Private Bag X6615
Newcastle
2940