

# MSUKALIGWA LOCAL MUNICIPALITY



Msukaligwa Local Municipality is inviting applications for the position of the Directors from suitably qualified professionals:

## **DIRECTOR: CORPORATE SERVICES**

**DURATION: FIVE (5) YEARS FIXED TERM CONTRACT**

**REF.NO: 05/18**

**STATION: CIVIC CENTRE, CNR KERK AND TAUTE STREETS, ERMELO**

**SALARY: Minimum R884 770,00 - Midpoint R1 022 855,00 - Maximum R1 160 941,00 package**

**MINIMUM QUALIFICATION AND REQUIREMENTS:** Bachelor Degree in Public Administration / Management Science / Law • A minimum of Five (5) years' experience at middle management level.

**KNOWLEDGE:** Good knowledge and understanding of relevant policy and legislation • Good knowledge and understanding of institutional governance systems • Proven successful management experience in administration • Good knowledge of Corporate Support Services, including Human Capital, Legal Services, Council Support Services, Communications and Customer care management • Good knowledge of supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000) • Good Governance • Labour Relations Act, and other labour related prescripts • Legal background and human capital Management • Knowledge of coordination and oversight of all specialized support functions • Knowledge of local government environment, excellent communication and negotiating skills at all levels of local government • Good skills in conflict resolution, problem solving and ability to be decisive.

**KEY PERFORMANCE AREAS:** Human Resources Management • Legal Services • Communications & Customer Care • Records and document Management • Information and Communication Technology • Council Support and Committee Secretariat Services • Corporate support to other departments and Auxiliary Services.

## **DIRECTOR: PUBLIC SAFETY**

**DURATION: FIVE (5) YEARS FIXED TERM CONTRACT**

**REF.NO: 06/18**

**STATION: CIVIC CENTRE, CNR KERK AND TAUTE STREETS, ERMELO**

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**KEY PERFORMANCE AREAS:** Disaster management services • Traffic Control Services • Security • Licencing Services.

### **PLEASE NOTE**

- ALL successful candidate/s will be expected to enter into a five years fixed-term performance based contract with the Council as envisaged in Section 57 of the Local Government Municipal Systems Act. No 32 of 2000.
- ALL successful candidate/s will undergo security vetting

**CLOSING DATE IS 06 APRIL 2018 12H00 NOON**

An official application form applicable to Senior Managers / Directors and Municipal Manager (available on the municipal website) must be completed and must be accompanied with a covering letter, comprehensive CV, original certified copies of qualifications and ID document and driver's license and the names of three contactable references from current and previous employers must be provided.

Applications for the position of Directors must be posted / couriered to: Msukaligwa Local Municipality, P O Box 48, Ermelo 2350 or hand delivered to: The Corporate Services, Cnr Kerk and Taute Street, Ermelo, for the attention of Municipal Manager.

Applications forms are available on the Msukaligwa Local Municipality website ([www.msukaligwa.gov.za](http://www.msukaligwa.gov.za))

For enquiries can contact the Manager: Human Resources Ms L.P Mnisi on 017 801 3580 during office hours

**"IF YOU DON'T HEAR FROM THE MUNICIPALITY AFTER A MONTH, CONSIDER YOUR APPLICATION UNSUCCESSFUL" THE MUNICIPALITY RESERVES THE RIGHT TO APPOINT OR NOT TO APPOINT ANY PERSON.**

**MR D.I MALULEKE - ACTING MUNICIPAL MANAGER**