



# MSUKALIGWA LOCAL MUNICIPALITY



PO Box 48  
Ermelo  
Mpumalanga Province  
South Africa  
2350



Civic Centre Building  
c/o Kerk & Taute Street  
Ermelo  
Mpumalanga Province  
South Africa  
2350

Customer Care Center: 08611 MSUKA [67852]  
Main Fax: +27 17 801-3851

Internet: [www.msukaligwa.gov.za](http://www.msukaligwa.gov.za)  
E-Mail: [msuka@msukaligwa.gov.za](mailto:msuka@msukaligwa.gov.za)

## CORPORATE SERVICES "IS AN AFFIRMATIVE ACTION EMPLOYER"

Msukaligwa Local Municipality is hereby inviting applications from suitably qualified and competent persons for appointment to the under mentioned position. No applications will be accepted without certified copies of qualifications as set out below

### DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT

POSITION	:	LOCAL ECONOMIC DEVELOPMENT OFFICER
POST LEVEL	:	5
REF. NO.	:	86/20
SALARY SCALE :	:	R339 094.92 – 374 440.56pa
QUALIFICATION	:	Grade 12 + National Diploma in Local Development, Tourism Diploma or Development Studies – NQF Level 6 and Computer literacy
EXPERIENCE	:	3 years relevant working experience
DRIVER LICENCE	:	Code EB drivers licence

#### DUTIES:

1. Identify key deliverables and immediate goods detailed in the Council IDP in respect of the communication. Investment, tourism and agriculture dimensions of local economic development
2. Provide information based on trends and expected outcomes to facilitate the provisioning of specific activities/interventions during the functional budgeting process
3. Formulates plans detailing interventions, actions and timelines guiding the delivery and execution of activities.
4. Prepare investigational report on application received and summarise detailing Functional progress and outcomes for submissions to the immediate superior.
5. Present alternative options to address constrain or bottlenecks in phases.

**NOTE: VETTING IS THE MUNICIPAL PRIMARY SELECTION CRITERIA, THEREFORE THE SUCCESSFUL APPLICANT SHALL BE SUBJECTED TO VETTING**  
CLOSING DATE 30 December 2020 - @ 12:00

Applications forms and full detailed information about the advertised position are available on the MSUKALIGWA LOCAL MUNICIPALITY WEBISTE ([www.msukaligwa.gov.za](http://www.msukaligwa.gov.za)), Facebook page and HR Office. Applications forms must be completed and must be accompanied with a covering letter, comprehensive CV, original certified copies of qualifications, ID document, driver's license and the names of three contactable references from current or previous employer must be provided. Applications must be posted / Couriered to Msukaligwa Local Municipality P.O. Box 48, Ermelo, 2350 or hand delivered to the Corporate Services (Records Section), Cnr Kerk and Taute Street, Ermelo, for the attention of Director - Corporate Services

**FOR ENQUIRIES CONTACT HUMAN RESOURCES – MS L.P. MNISI ON 017 801 3584 DURING OFFICE HOURS.**  
**"IF YOU DON'T HEAR FROM THE MUNICIPALITY AFTER THREE MONTHS, CONSIDER YOUR APPLICATION UNSUCCESSFUL"**

(ALL APPLICANTS ARE URGE TO STATE THEIR EMPLOYEE NUMBER ON THEIR CV)

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MS G.J. MAJOLA  
MUNICIPAL MANAGER

10/12/2020  
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DATE