



# 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)

**Msukaligwa Local Municipality is Grade 4 Municipality comprising Ermelo, Breythen, Chrissiesmeer, Davel Lothair and Sheepmoor with its seat in Ermelo. Msukaligwa Local Municipality is an equal opportunity employer and subscribes to the principle of employment equity.**

**The Msukaligwa Municipality seeks to fill the following position and accordingly invites applications from persons who meet the requirement as indicated below.**

<b>POSITION</b>	:	<b>MUNICIPAL MANAGER</b>
<b>DURATION</b>	:	<b>FIVE YEARS PERFORMANCE BASED CONTRACT</b>
<b>SALARY</b>	:	<b>R1 160 847.00 - R1 538 800.00</b>
<b>NOTICE NO</b>	:	<b>160/21</b>

## **REQUIREMENTS**

- An appropriate B. Degree in Public Administration / Municipal Administration / Business Administration.
- A minimum of four (4) years' experience in senior managerial position preferably in local government.
- Extensive experience in strategic planning and implementation
- An acute understanding of the development needs of the community
- Be computer literate and must be in possession of a valid driver's licence
- Must meet competency levels for senior managers as published per Government Gazette No 29967 dated 15 June 2007.
- Advanced project / development management experienced in local government will serve as a strong recommendation.
- Must be a developmental strategist and have advanced literacy skills.

## **PERSONAL ATTRIBUTES**

- A strategic analytical thinker with passion and enthusiasm
- A high level of political understanding and the ability to deal with varied stakeholders
- Unquestionable integrity and honesty
- A high level of understanding of developmental needs of Msukaligwa community
- High level of emotional intelligence
- The ability to lead a team of professionals but also be a good team player and the people's person
- Ability to work under pressure

## **DUTIES:**

**The successful candidate will be responsible for:**

- Forming and developing an economic, efficient and accountable administration system
- Implementing and managing the municipal's performance management system.
- Coordinating and implementing the municipality's IDP



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- Managing the municipality's administration in accordance with the Constitution, the Local Government Structures Act, the Municipal Systems Act, The Municipal Finance Management Act, and all other national and provincial legislation applicable to a municipal environment
- Managing provision of services to the local community in a sustainable and equitable manner
- Facilitating participation of the local community and the affairs of the municipality
- Developing and maintaining a system to access community satisfaction with municipal services
- Appointing, managing, effectively utilizing, and training staff and maintaining staff discipline
- Promoting sound labour relations and compliance by the municipality with applicable labour legislation
- Advising political structures and political office bearers of the municipality, managing communications between them and administration and carrying out their decisions
- Administering and implementing the municipality's bylaws and other applicable legislation.
- Regulating all income and expenditure of the municipality, all assets, the discharge of all liabilities of the municipality and proper and diligent compliance with applicable Municipal Finance Management Legislation.
- Implementing is strictly prohibited, and proof thereof will disqualify applications

## INSTRUCTION TO CANDIDATES

Interested candidates must please forward their application forms obtainable from the municipal website together with comprehensive CV, certified ID and copies of qualifications and the Driver's License for the attention of Mr. P.S Mabuza, Director Corporate Services; P O Box 48, ERMELO, 2350 or hand deliver at 4<sup>th</sup> floor, Human Resources Department at Corner Taute and Kerk Street, ERMELO, 2350.

For enquiries you can call the Manager: Human Resources (Ms. L.P Mnisi) @ 017 801 3584 during office hours.

The successful candidate will be expected to enter a five-year fixed-term performance-based contract with the Council as envisaged in Section 57 of the Local Government Municipal Systems Act. No 32 of 2000. Should candidates not be notified of the outcome of their application within 90 days of the closing date, they should regard their applications as having been unsuccessful.

**CLOSING DATE IS**

**24 JUNE 2022**

**12 NOON**

Cllr MP Nkosi  
ACTING EXECUTIVE MAYOR

DATE