



GREATER TZANEEN MUNICIPALITY
A Tropical Paradise



VACANCY

Applications are herewith invited from suitably qualified persons for appointment in terms of the Municipal Systems Act, Act no 32 of 2000 and Local Government Regulations on the Appointment and Conditions of Employment of Senior Managers of 17 January 2014, Government Gazette Number 37245 on a **five year fixed term contract** coupled to an annual renewable performance agreement in the following vacancy:

MUNICIPAL MANAGER

Remuneration: R1 179 011 – R1 395 280 – R1 611 549 per annum

(Package will be paid as per Determination of Upper Limits Circular No. 41173 released by the Minister of Corporative Governance and Traditional Affairs dated 10 October 2017)

Requirements: * A Bachelor Degree in Public Administration / Political Sciences / Social Sciences / Law; or equivalent * A post graduate degree will be an added advantage Five years relevant experience at a senior management level and have proven successful institutional governance system and performance management * Advanced knowledge and understanding of relevant policy and legislation; * Advanced understanding of institutional governance systems and performance management * Advanced understanding of council operation and delegation of powers * Good Governance * Audit and risk management establishment and functionality * Budget and Finance management * A qualification relating to the National Treasury Competency Requirements for Senior Officials e.g. CPMD/MFMP/ELMDP will be an added advantage * Computer literate in Word, Excel and Windows 2007 programs * A Code EB driver's license.

Key Performance Areas: The successful candidate will be responsible and accountable for the following: * Forming and developing an economic, efficient and accountable administration * Implementing and managing the Municipality's performance management system * Co-ordinating and implementing the Municipality's IDP and PMS * 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 the Public Management Act and all other national and provincial legislation applicable to the Municipality * Managing provision of services to the local community in a sustainable and equitable manner * Facilitating participation of the local community in 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 administering and carrying out their decisions * Administering and implementing the Municipality's by-laws and other legislation * Being responsible for 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 strategic goals of the Municipality through co-operation and innovative teamwork.

Closing date: Monday, 4 December 2017 at 15:00

Enquiries: Mrs H Maake (015) 307 8284/8006

Applications on the compulsory Senior Managers prescribed Application Form and Indemnity Form (www.greatertzaneen.gov.za) a Comprehensive CV and Copies of Certified Certificates, ID Copy and Drivers License should be addressed to: Municipal Manager, Greater Tzaneen Municipality, P.O. Box 24, TZANEEN, 0850 (For attention: Manager: Human Resources)

Fraudulent qualifications or documents will immediately disqualify any application. A candidate who canvasses any councilor and /or senior official for preference will be disqualified immediately from the selection process or from any appointment. Short-listed applicants will be screened for criminal records and /or any pending criminal cases and their qualifications will be verified. Candidates who applied should note that, as per regulation on appointment and conditions of employment of Senior Managers: Chapter 3 Section 10(3)(g), need to disclose their financial interest as (h) prescribes the need to undergo security vetting. Recommended candidates will undergo a competency assessment test; will have to sign an employment contract, a performance agreement and disclosure of financial interest.

Applicants who are not invited for an interview should regard their applications as unsuccessful.
The Municipality reserves the right not to appoint.

Greater Tzaneen Municipality is an Employment Equity Employer.

M.S. LELOPE – Act MUNICIPAL MANAGER