



**Directorate: Municipal Manager**

## **Manager: IDP**

**Salary: R700 415 – R863 967 [T13]**

**5-Year Contract**

Reference Number: 2021/003

**Requirements:** • Degree / Diploma relevant to Planning and / or Development in Local Government • 5-years IDP / PMS experience in local government environment • Knowledge of legislative / statutory power, e.g. Municipal Systems Act and relation regulations, IDP Guide Park and PMS Guide • Knowledge of Council Policy, e.g. Adopted Integrated Development Plan and Performance Management Policy • Knowledge of system manuals, e.g. IDP Blueprint Management and Ignite Assist Systems • Code EB Drivers Licence.

**Functions:** • To manage the Integrated Development Planning (IDP and Municipal Performance Management System (PMS)) as prescribed by the Municipal Systems Act (32 of 2000), Municipal Planning and Performance Regulations (2001) and the Municipal Finance Management Act (56 of 2003) to give priority to the basic needs of the community and to promote social economic development • Establish the necessary institutional structures to institutionalise the IDP and performance management processes and the delivery of the required IDP and PMS products • Ensure that the legal requirements and National Government policies, with regard to the IDP / PMS processes are adhered to • Establish and manage the IDP / PMS public participation process • Participate in the relevant inter-governmental liaison structures between national, provincial and local government with regard to the IDP / PMS process • To establish and manage an internal IDP / PMS information management system.

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**Closing Date:** 10 June 2021 @ 12:00

Your application must be completed on an official application form of Sol Plaatje Municipality and will not be considered if not submitted. The vacancy particulars and reference number must be correctly specified on the application form. Applications will not be considered after the closing date and time.

**Interested persons can forward the fully completed application form, CV and relevant certified supporting documents to [work@solplaatje.org.za](mailto:work@solplaatje.org.za) or drop off in the application box at Sol Plaatje Municipality, c/o Bultfontein & Lyndhurst Avenue, Civic Building, HR, 3<sup>rd</sup> Floor, New Civic Building for Attention: Mrs C Gouws.**

**Application forms can only be obtained from:**

- [www.solplaatje.org.za](http://www.solplaatje.org.za)
- via e-mail: [work@solplaatje.org.za](mailto:work@solplaatje.org.za)
- Sol Plaatje Municipality, Security Guards

**Telephonic enquiries:** Mrs Gouws at (053) 830 6705.