



**Sol Plaatje Municipality invites applications from suitably qualified candidates to fill the following vacant position within its establishment:**

**POST : Municipal Manager**

● **Annual Total Remuneration Package:**

- Between R1 464 332 (Minimum) and R1 987 402 (Maximum) as per Government Gazette No. 43122, of 20 March 2020

● **Term of Appointment:**

- Fixed term contract (5 years)

● **Minimum Qualifications / Requirements:**

- B Degree in Public Administration/Political Sciences/Social Sciences/Law; or equivalent.
- Planning, Development Studies, Business Administration or equivalent
- Preference shall be given to applicants with a higher degree such as master's or even higher, in the relevant fields that are relevant to local government and the business of the municipality
- Compliance with all the requirements as contained in the Municipal Regulations on Minimum Competency levels, Gazette 29967 of 15 June 2007, i.e. Certificate in Municipal Financial Management, e.g. (CPMD, MFMP, etc.) (South African Qualifications Authority, Qualification ID No. 48965 for Accounting Officers of municipalities). In a case where the successful candidate is not in possession of such, the incumbent will be obliged to obtain such within eighteen (18) months from the date of incumbency in accordance with Government Notice, No. 91 of 3 February 2017, as promulgated in Government Gazette No.40593.
- Valid driver's licence and
- No criminal record

● **Years of experience:**

- 5 years relevant experience at a senior management level, preferably in local government environment,
- Must have proven successful institutional transformation record in the public or private sector.

● **Core competencies:**

- A visionary leader with good networking capabilities to drive growth and development of the municipality, with good corporate governance acumen
- Goal-driven and oriented individual with passion in local government and economic transformation agenda
- Advanced knowledge and understanding of relevant policy, legislation, institutional governance systems and performance management.
- An individual with a drive for human capacity development and institutional growth
- Advanced understanding of municipal council operations and delegation of powers.

- Proven track record of good governance, audit and risk management, budget and finance management.
- Ability to be an innovative and strategic leader.
- Good facilitation and communication skills.
- Good stakeholder management capabilities.

- **Responsibilities:**

- To drive the municipality towards a path of economic growth and sustainability
- To develop strategies to improve the capacity of the municipality, from human and economic perspective
- To provide strategic and ethical leadership and management to achieve the vision of the municipality;
- To develop and manage an economically effective, accountable administration which is equipped to implement municipality's Integrated Development Plan, to operate in accordance with the Municipal Performance Management System and to understand the needs of the local community;
- To take responsibility over billing and collection of income and management and control of expenditure of the Municipality, all assets, the discharge of all liabilities of the Municipality, as well as the proper and diligent compliance with applicable municipal finance management legislation;
- To ensure better and cost-effective management of the provision of services to the local community in an efficient, sustainable and equitable manner;
- To facilitate appointment, training, discipline, retention and effective utilisation of staff as well as promotion of sound labour relations;
- To advise the political structures and political office-bearers, manage communications between political structures and political office-bearers of the municipality as well as carrying out their decisions;
- To ensure effective administration and implementation of the Municipality's by-laws and other legislation;
- To exercise any powers and performing any duties delegated by the municipal council, or by other delegating authorities of the Municipality;
- To facilitate participation by the local community in the affairs of the Municipality;
- To develop and maintain a system for the assessment of community satisfaction with municipal services;
- To represent the municipality at provincial, national and any other structures as it becomes necessary and required by council from time to time;
- To facilitate performance review of all senior managers and the staff in general
- To oversee the performance of any other function that may assigned by the Municipal Council and as Accounting Officer.

**Please Note:** No late applications will be considered. Candidates are required to complete the prescribed Sol Plaatje Municipality application form as per Regulations on Appointment and Conditions of Employment of Senior Managers Government Notice 21 in Government Gazette 37245 dated 17 January 2014, which is obtainable from the internet at [www.gpwonline.co.za](http://www.gpwonline.co.za) (failure to do so will result in the candidate being disqualified). Short-listed candidates will be subjected to security vetting/screening, verification of qualifications and employment history/reference check and competency assessment and should disclose financial interest. Sol Plaatje Municipality reserves the right to nullify or cancel an employment contract and recover all costs incurred by the municipality including remuneration, advertisement, etc., should it be discovered that the successful candidate submitted false or insufficient information which resulted to the contravention of the provisions of Municipal Council Policies, Municipal Systems Amendment Act No. 7 of 2011 or any other relevant legislation.

If you meet the stated requirements, a detailed CV, certified copies of academic qualifications, identity document and driver's license (certified copies must not be older than 3 months) should be forwarded to Miss Christine Gouws via e-mail: [work@solplaatje.org.za](mailto:work@solplaatje.org.za). Applications can also be dropped off in the application box on the 3<sup>rd</sup> floor, New Civic Building, for attention: Mrs. C Gouws.

**Enquiries: Ms. Christine Gouws @ (053) 830 6705 during office hours (07:45 – 16:30)**

**Closing Date: 24 January 2022 @ 16:00**

If no communication has been received from us within three (3) months after the closing date, please consider your application not successful. The Municipality reserves the right to appoint or not appoint any person.