



SOL PLAATJE LOCAL MUNICIPALITY

DIRECTORATE: STRATEGY, ECONOMIC DEVELOPMENT AND PLANNING

VACANCY: MANAGER: PROPERTIES

1 VACANCY

REF NO: 2025/010

SALARY SCALE: R609 228 – R790 836 [T14]

REQUIREMENTS:

- A relevant tertiary qualification, preferably a Diploma/B degree in Property Management/Built Environment or related.
- Be in possession of relevant professional registration.
- A minimum of 8 years' experience in property industry, knowledge and understanding of land use, acquisition and disposal matters preferably working within a similar-sized local municipality.
- Knowledge and understanding of MFMA (56 of 2003), Municipal Asset Transfer Regulations (2008), Expropriation Act (63 of 1975), SPLUMA (16 of 2013).
- Computer literacy and a valid driver's license.
- Being a member of SAPOA will be an added advantage.

COMPETENCIES:

- Management skills
- Negotiation skills
- Analytical skills
- Excellent interpersonal skills
- Bilingualism

KEY PERFORMANCE AREAS:

- Manage overall operations of the Properties Sub-Directorate, including budget and human resource.
- Execute legislation and policies that regulate Land and Properties and ensure compliance thereof.
- Identify risks and apply mitigation strategies for improved performance.
- Advise the Executive Director: Strategy, Economic Development and Planning on strategic matters for improved efficiency and effectiveness of the Properties Sub-Directorate.
- Ensure that systems are in place for coordination and facilitation of the property portfolio.
- Ensure that all municipal-owned land is vested in the name of the Sol Plaatje Municipality.
- Effectively implement prescripts of the Sol Plaatje Municipal Land Policy.
- Pro-actively administer and update municipal Land Audit; Prepare strategic framework that will guide municipal properties' portfolio.
- Manage disposal of municipal land and immovable property.
- Ensure that socio-economic benefits of empowerment, changing the country's skewed property ownership patterns and ensuring local development priorities are integrated in all the Disposal/Acquisition of the municipal fixed properties.
- Prepare the necessary Council reports in relation to the Disposal and Acquisition of municipal-owned property.
- Pro-actively identify municipal-owned land in support of key development initiatives. Prepare Bid documents, Terms of Reference, etc as stipulated in legislation in relation to immovable municipal property.
- Manage, negotiate and finalize lease agreements on all municipal-owned properties.
- Conduct needs assessment in relation to land acquisition and expropriation.
- Review land and other related policies as required.
- Prepare deeds of transfers and signing by both parties.
- Supervise, mentor and develop personnel within the unit.

ENQUIRIES: MS C MASHOBAO, (053) 830 6793 / work@solplaatje.org.za

Your application must be completed on an official Sol Plaatje Local Municipality application form and will not be considered if not submitted. Application forms are available on the municipal website (www.solplaatje.org.za).

If you meet the requirements, forward the official application form, detailed CV and certified copies of highest educational qualifications or relevant qualifications as per job requirement to Miss C Mashobao, Sol Plaatje Local Municipality, c/o Bultfontein & Lyndhurst Avenues, New Civic Building, HR, 3rd Floor or send it electronically to work@solplaatje.org.za. These requirements must be met and failure to do so will result in the applicant's immediate disqualification.

Include a clear reference number and the post you are applying for in your application.

No CV's and certified copies of qualifications will be returned on the applicant's request. **Late applications will not be accepted.**

Preference will be given to local candidates, i.e. applicants residing within the municipal, district or provincial boundaries.

Notwithstanding any representations to the contrary, no employment contract will come into effect until a written offer has been made by the municipality to, and accepted by, the applicant.

THE SOL PLAATJE LOCAL MUNICIPALITY RESERVES THE RIGHT NOT TO MAKE AN APPOINTMENT.

CLOSING DATE: 09 September 2025 @ 16:00