



MARULENG MUNICIPALITY

65 SPRINGBOK STREET
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HOEDSPRUIT
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MOPANI DISTRICT

MUNICIPAL MANAGER

Applications are invited from suitable qualified and experience candidates to fill the following vacant positions. Women and people with disabilities are also invited to apply.

RE- ADVERT: CHIEF FINANCIAL OFFICER

Salary: All-inclusive package from R846 307.00; R950 907.00; R1 040 327.00 per annum as per Government Gazette No. 43122 dated 20 March 2020, Vol.351 (Upper limits of total remuneration packages to municipal managers and managers directly accountable to municipal managers). The Contract period is in line with Section 57 (6) (a) of the Municipal Systems Act which does not exceed a period ending one year after the election of the next council of the municipality. The successful candidates will be subjected to signing of an employment contract, a performance agreement and disclosure of financial interest; the need to undergo security vetting and competency assessment. The successful candidate will be stationed at Maruleng Local Municipality, 65 Springbok Street, Hoedspruit.

Requirements: Grade 12, Bachelor degree in Accounting, Finance or Economics. Certificate in Municipal Financial Management (SAQA qualification ID No. 48965) will be an added advantage. A post-graduate degree in a related field will be an added advantage. Certificate in Municipal Finance Management programme. Minimum five (5) years' experience at middle management levels, and must be in possession of a valid driver's licenses and be computer literate.

Competencies: Meet minimum competency levels as per MFMA as well as competency requirements by MSA; **Must meet core competency requirements on the following skills:** Strategic direction and leadership; People management, Program and project management, financial management; change and governance leadership, planning and organizing, analysis and innovation, knowledge and information management; communication as well as result and quality focus.

Knowledge: Financial Management and prescripts, guidelines and standards, Treasury Regulations and King Report on Corporate Governance; Understanding of relevant policies and legislations; institutional governance systems and performance management; Good knowledge of supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

Key Performance Areas: Reporting to the Municipal Manager; The incumbent will be responsible to lead, direct and manage staff within the Financial Services department so that they are able to meet

their departmental and organizational objectives. Provide strategic leadership, support and advise to the Municipality regarding financial management functions as prescribed by the Municipal Finance Management Act, Act No.56 of 2003 (MFMA), Treasury Regulations and other financial prescripts; Overall management of the budget; Develop and implement key strategic business plans including supply chain management, Revenue Management, Expenditure Management and Budget and Reporting; Prepare and implement municipal budget; Prepare annual financial statements and other mandatory financial management reports. Establish and maintain financial policies, practices and procedures for the Municipality; Perform duties and functions delegated to the Chief Financial Officer in line with the MFMA and as delegated by the Accounting Officer. Prepare and submit required reports to the Municipal Manager and relevant municipal structures; Ensure support to category B Municipalities in the district on corporate related matters; Develop and implement the Department's Service Delivery and Budget Implementation Plan (SDBIP).

RE-ADVERT: DIRECTOR: SPATIAL PLANNING AND ECONOMIC DEVELOPMENT

Salary: All-inclusive package from R846 307.00; R950 907.00; R1 040 327.00 per annum as per Government Gazette No. 43122 dated 20 March 2020, Vol.351 (Upper limits of total remuneration packages to municipal managers and managers directly accountable to municipal managers). The Contract period is in line with Section 57 (6) (a) of the Municipal Systems Act which does not exceed a period ending one year after the election of the next council of the municipality. The successful candidates will be subjected to signing of an employment contract, a performance agreement and disclosure of financial interest; the need to undergo security vetting and competency assessment. The successful candidate will be stationed at Maruleng Local Municipality, 65 Springbok Street, Hoedspruit.

Requirements: Grade 12, Bachelor Degree in Town and Regional Planning, Building Sciences, Architect, Developmental Studies or equivalent; a post-graduate degree in a related field will be an added advantage. Certificate in Municipal Finance Management programme. Minimum five (5) years' experience at middle management level, have proven successful Professional Development / Town and Regional Planning experience. Registration as a Professional Planner in accordance with planning professional body. Management experience in development planning and Local Government planning environment. The incumbent must be in possession of a valid driver's license. Minimum competency levels in the higher education qualification as defined in the Government Gazette No. 29967 of 15 June 2007 will be an added advantage.

Competencies: Strategic direction and leadership; People management, Program and project management, financial management; change and governance leadership, planning and organizing, analysis and innovation, knowledge and information management; communication as well as result and quality focus.

Knowledge: Good Knowledge and Understanding of relevant policies and legislations; Good understanding of institutional governance systems and performance management; Good knowledge of GIS and integrated development planning framework and inter-governmental systems, strategic planning; spatial and environmental planning, local economic development; Good knowledge of supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000

(Act No. 5 of 2000). Project management certificate or diploma or Registration as a Professional Planner in accordance with planning professional body will be an added advantage.

Responsibilities: Reporting to the Municipal Manager the incumbent will be responsible to lead, direct and manage staff within the Development Planning and Environmental Management Services department so that they are able to meet their departmental and organizational objectives. The incumbent will be responsible for the following: Development and review of the IDP, Spatial Planning Environmental planning and management, formulate, develop and manage economic development policies and LED Strategies. Facilitate research on economic development to stimulate local economic development through job creation, support SMMEs and investment promotion. Efficiently manage and control the budget for the Department; Prepare and submit required reports to the Municipal Manager and relevant political structures; Ensure support to category B Municipalities in the district on development planning, land use management , environmental management and transport planning related matters; Develop and implement the Department's Service Delivery and Budget Implementation Plan (SDBIP); Perform any other related functions as requested by the Municipal Manager.

RE-ADVERT: DIRECTOR: COMMUNITY SERVICES

Salary: All-inclusive package from R846 307.00; R950 907.00; R1 040 327.00 per annum as per Government Gazette No. 43122 dated 20 March 2020, Vol.351 (Upper limits of total remuneration packages to municipal managers and managers directly accountable to municipal managers). The Contract period is in line with Section 57 (6) (a) of the Municipal Systems Act which does not exceed a period ending one year after the election of the next council of the municipality. The successful candidates will be subjected to signing of an employment contract, a performance agreement and disclosure of financial interest; the need to undergo security vetting and competency assessment. The successful candidate will be stationed at Maruleng Local Municipality, 65 Springbok Street, Hoedspruit.

Requirements: Grade 12, Bachelor Degree in Social Sciences, Public Management, Law or equivalent; a post-graduate degree in a related field will be an added advantage. Certificate in Municipal Finance Management programme. Minimum five (5) years' experience at middle management level and must have proven successful institutional transformation within public or private sector. A post-graduate degree in a related field or registration with the South African Council for Social Service Professions (SACSSP) or similar recognized relevant body will be an added advantage.

Competencies: Strategic direction and leadership; People management, Program and project management, financial management; change and governance leadership, planning and organizing, analysis and innovation, knowledge and information management; communication as well as result and quality focus.

Knowledge: Good knowledge and understanding of relevant policies and legislations; Good understanding of institutional governance systems and performance management; Understanding of council operations and delegations of powers as well as Municipal Health Services, Disaster Management Services as well ensuring the integration of Cemetery and Sport Activities in the district.

Good knowledge of supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

Responsibilities: Reporting to the Municipal Manager the incumbent will be responsible to lead, direct and manage staff within the Community Services department so that they are able to meet their departmental and organizational objectives. The incumbent will be responsible for the following: Disaster Management Services, Fire and Rescue Services, Municipal Health Services amongst other responsibilities; Efficiently manage and control the budget for the Department; Prepare and submit required reports to the Municipal Manager and relevant political structures; Develop and implement the Department's Service Delivery and Budget Implementation Plan (SDBIP); Perform any other related functions as requested by the Municipal Manager.

Maruleng Municipality is an equal opportunity affirmative action employer. It is our intention to promote representation (race, gender and disability) in the municipality through filling of these positions and candidates whose appointment /transfer/promotion will promote representation will receive preference. The municipality reserves the right not to fill the advertised positions. Short listed candidates will be required to produce original copies of qualifications on or before the appointment. Correspondences will only be entered into with short listed candidates. If you do not receive notifications regarding your applications within 90 days of the closing date, kindly assume that your application was not successful. Applicants will be penalized for canvassing

Applicants must use annexure C (Application form) of the Local Government: Regulations on appointment and conditions of employment of senior managers obtained from our website: www.maruleng.gov.za. All applications must indicate the position you are applying for including a comprehensive CV with at least three contactable references and email addresses of the referees, certified copies of qualifications and identity document should be directed to: **The Municipal Manager, Maruleng Municipality, PO Box 627, Hoedspruit 1380**. Faxed, Late, and Z83 applications will not be considered. Closing date for applications is **17 July 2020 at 12H00**. Direct your enquiries to Mrs K.P Ramohlola @ 015 793 2409.