



SENQU LOCAL MUNICIPALITY

ADVERT

NOTICE NO: 42/2022

POSITION: MUNICIPAL MANAGER

(Ref no – 4/3/2/1/1)

Senqu Local Municipality, a category 2 municipality that incorporates Lady Grey, Sterkspruit, Barkly East, Rhodes, Rossouw and the environs invites applications from all suitably qualified candidates for the position mentioned above.

TERM: 5 (five) year fixed term performance-based contract

LOCATION: Lady Grey, Eastern Cape

REMUNERATION: The annual total remuneration package payable for the position will be in line with the Local Government: Upper limits of total remuneration packages payable to municipal managers and managers directly accountable to municipal managers (Government Notice No. 351 of 20 March 2020) prescribed for a category 2 municipality. The Municipality intends to apply for a deviation from the prescribed remuneration package.

COMPETENCY REQUIREMENTS:

1. **Minimum education qualification:** Bachelor's Degree in Public Administration / Political Sciences / Social Sciences / Law or equivalent.
2. **Minimum experience:** 5 years relevant experience at a senior management level and proof of successful institutional transformation within the public or private sector.
3. **Minimum knowledge:**
 - Advanced knowledge and understanding of relevant policy and legislation;
 - Advanced understanding of institutional governance systems and performance management;
 - Advanced understanding of council operations and delegation of powers;
 - Good governance;
 - Audit and risk management establishment and functionality; and
 - Budget and finance management.



4. **Minimum competency achievement level:** a competent achievement level in the prescribed competency assessment (this requirement is only applicable to the preferred candidates for the position who will undergo this assessment).
5. **Minimum competency:** A certificate in the Required Minimum Competency Level in Unit Standards in prescribed in the National Treasury: Local Government: Municipal Regulations on Minimum Competency Levels (Government Notice no R493 of 15 June 2007). Candidates who have not attained the aforesaid certificate will be required to attain it within 18 months from the date of appointment.
6. **Other minimum requirement:** A valid motor vehicle driving licence.
7. **Added advantage:**
 - 10 years relevant experience at a senior management level within the public or private sector;
 - Proof of clean audit outcomes during the above period;
 - A Post Graduate Degree in Public Administration / Political Sciences / Social Sciences / Law or equivalent.

JOB PURPOSE:

The Municipal Manager as the Head of Administration / Accounting Officer will be responsible for leading and directing the overall administration of the Municipality through effective strategies designed to fulfil the objects of local government and to ensure an economically viable and accountable Municipality.

CORE FUNCTIONS:

The Municipal Manager designated as the Accounting Officer by the Municipal Council to be responsible and accountable for the overall performance of the Municipality **will be required to, *inter alia***;

- Foster relationships between Municipal Council, the administrative arm and communities within the municipal jurisdiction and as envisaged by legislation;
- Set direction for strategies focusing on Municipal transformation and institutional development;
- Oversee the development of an integrated Development Plan (IDP) that outlines and aligns the local, regional and national planning and its implementation through the Service Delivery Plans and a funded budget;
- Set direction for development and implementation strategies focusing on local economic development for the Municipality;
- Set direction for development and implementation of strategies that drive town planning services, housing co-ordination and land use management;
- Oversee the development and implementation of all core municipal policies and systems for continuous management reform and improvement;
- Oversee the development and implementation of effective performance management mechanisms;
- Set direction for the development and implementation of strategies to create a conducive environment for equitable access to quality, affordable and reliable municipal services;
- Provide institutional leadership on development and implementation of strategies focusing on sound financial viability and financial management for the Municipality;
- Ensure optimal utilisation of all resources including human capital; and
- Set direction for development of strategic priorities focusing on Good Governance and

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05 MAY 2022
REGISTRY SECTION

compliance to all legislative prescripts.

ADDITIONAL COMPETENCIES:

- Ability through a proven track record to craft and successfully execute strategy in line with the objectives of the broader organisation;
- Proven attributes of integrity, honesty, maturity, courtesy, transparency and commitment to ensure progressive democratic and accountable governance that delivers sustainable and efficient services;
- Ability to effectively manage, inspire and encourage people, respect diversity, optimise talent and build and nurture relationships in order to achieve institutional objectives;
- Ability to maintain the high quality standards while achieving desired outcomes and results;
- Ability to communicate and negotiate at all levels and with all stakeholders in government, civil society and in corporate;
- Ability to lead and successfully implement projects and programmes.

CLOSING DATE: The closing date for submission of applications is 12 noon on 06 June 2022 and no late, applications will be accepted.

SUBMISSION: Applications must be submitted to the Senqu Local Municipality at 19 Murray Street Lady Grey. No emailed or faxed application packs will be accepted.

APPLICATIONS PROCESS: Any individual who wishes to apply for this position must complete and submit the Senqu Local Municipality application form obtainable from our website www.senqu.gov.za, together with a comprehensive Curriculum Vitae, certified copies of qualifications, ID, driving licence and all other supporting documents.

CONTACT PERSON: All enquiries should be directed to Ms Zimasa Koyana, Director: Corporate Services: telephone 051 603 1300/1466 during working hours or koyanaz@senqu.gov.za

OTHER:

- The Council subscribes to the policies of Affirmative Action and Employment Equity and appointment will be made within these policy considerations;
- The appointment will be subject to appropriate competency assessment, reference and qualification checks as well as security vetting in line with the prescribed legal framework;
- A certificate of evaluation by the South African Qualifications Authority (SAQA) must be submitted with all foreign qualifications;
- Applicants must disclose any pending disciplinary action, any pending criminal charges and any adverse findings following disciplinary action during the past 5 years;
- Canvassing and/or lobbying of councillors and officials will not be accepted and any such prohibited conduct shall lead to the immediate disqualification of an applicant;
- Should you not receive communication from us within thirty (30) days after the closing date of this advertisement, please consider your application to be unsuccessful;
- The successful candidate will be required to sign an employment contract, a performance agreement and to disclose financial interests;
- The Council reserves the right not to fill the position.

CLLR V V STOKHWE
MAYOR: SENQU MUNICIPALITY
19 Murray Street
Lady Grey
9755
05/05/2022

