



Greater Giyani Municipality

The Greater Giyani Municipality is an equal opportunity affirmative action employer whose responsibility is to promote equal representation within its workforce. People with disability are encouraged to apply.

The recommended candidates of the positions Director Community Services and Director Corporate Services will undergo competency assessment. Appointed candidates should sign employment contract, performance agreement, required to disclose financial interest and undergo security vetting

OFFICE OF THE MUNICIPAL MANAGER

1X DIRECTOR COMMUNITY SERVICES (REF: 19/GGM/2022)

- fixed term of employment up to a maximum of five years, not exceeding a period ending one year after the election of the next council of the municipality.

Total Annual Remuneration Package: R846 305 – 950 907 – 1,040 327 per annum plus 4% remote allowance.

Appointment requirements: Bachelor degree in Social Science/Public Administration/Law or equivalent * five (5) years' experience at middle management level * Have proven successful institutional transformation within public or private sector * Good knowledge and understanding of relevant policy and legislation * Good knowledge and understanding of institutional governance systems and performance management * understanding of council operation and delegations of powers as well as * Health services management * Cemetery management, public safety , parks and creation management * registration with South African Council for social Services Professional (SACSSP) or similar recognized relevant professional body will be an added advantage * Drivers licence. **Responsibilities:** * contribute to and direct the strategic planning and objective setting process within the community services environment * provide direction and leadership with regard to advice and guidance on interpretation and decision making to the Accounting Officer * Manage complex process associated with departmental budget planning, Budget implementation and budget review to support priorities and deliverables in

relation to the intergraded Development Plan * Management the community services with regard to protection services ,health services, sport , arts , culture and creation.* Municipal facilities ,Viz , Stadia , cemeteries, community hall, libraries etc * Facilitate the development/ review policies and by – laws * Manage and coordinate traffic and Law enforcement.* Ensure road safety campaigns are conducted.* provide cleaning and refuse removals services. Participate in community liaison structure and attend meetings of regulatory and other official bodies * Evaluate the needs of the department.

1X DIRECTOR CORPORATE SERVICES (REF: 20/GGM/2022)

- fixed term of employment up to a maximum of five years, not exceeding a period ending one year after the election of the next council of the municipality

Total Annual Remuneration Package: R846 305 – 950 907 – 1,040 327 per annum plus 4% remote allowance.

Appointment requirements: * Bachelor's Degree in Public Administration/ Management Sciences/Law, or equivalent * five (5) years' experience at middle management level * Have proven successful in administration * Good knowledge and understanding of systems and performance management * Good knowledge of corporate support services, including: - Human capital management * Legal Services * General Administration * Information communication technology, and Council support * Good knowledge of supply chain management regulations and preferential Procurement policy framework Act, 2000 (Act No 5 of 2000) * Good governance, * Labour Relations Act, and other labour – related prescripts * Legal background and human capital management, and * knowledge of coordination and oversight of all specialised support functions. **Responsibilities:** * The incumbent will manage and direct the strategic planning and objective setting process within the corporate services * Provide direction and leadership with regard to advice and guidance on interpretation and decision making to the Accounting Officer * Manage complex process associated with departmental budget planning, budget implementation and budget review to support priorities and deliverables in relation to the Integrated Development

Plan * Attend meeting of regulatory and other official bodies * Evaluate the needs of the department. * Development/ review of relevant policies * Development/ review of employment equity plan * Monitor the implementation of the employment equity plan * Submission of the employment equity report.

1X MANAGER PMS

Salary Scale: R588 998.12- R595 595.17 per annum Level 2 (excluding benefits)

Appointment requirements: * B-Degree in Public Management / Human Resource Management or relevant qualifications.* 5 years relevant experience with at least 3 years in supervisory position. **Responsibilities:** * Integrated Development Planning (IDP). * Develop guidelines and information on the Performance Management System.* Apply methods and standards to determine specific requirements and dimensions of Performance Management and the applicability of specific PMS. Develop procedures for the implementation and execution of Performance Management.* Analyse and evaluate the organization performance against specific objectives and deliverables encapsulated in the Plan.* Provide information and/ or reports on the status and outcomes internally/ externally.* Manage resources. (Human, Physical , and Financial Resources).

Application form together with a CV and certified copies of qualifications must be sent to: The Municipal Manager:

Greater Giyani Municipality
Private Bag x 9559
GIYANI, 0826

For further information please contact Chauke H.D. on telephone no. 015 811 5511. Correspondences will only be entered into with short listed candidates. If you do not receive notifications regarding your application within 60 days of the closing date, kindly assume that your application was not successful.

Closing Date: 28 February 2022

Application form is on the Municipality's website www.greatergiyani.gov.za

NB: Faxed or e-mailed and applications on Z83 form will not be considered.

**MR CHAUKE M.M
MUNICIPAL MANAGER**