



GREATER GIYANI MUNICIPALITY

Ndhavuko i Rifuwo

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.

OFFICE OF THE MUNICIPAL MANAGER

POST: MUNICIPAL MANAGER x1 • (Five year fixed- term contract)

REF 01/GGM/2016 • Location: Giyani Office

Total Annual Remuneration Package: R835, 277 – 1,042,750 per annum

The recommended candidates will undergo competency assessment. Appointed candidate should sign employment contract, performance agreement, required to disclose financial interest and undergo security vetting.

Appointment Requirements: • Bachelor Degree in Public Administration/Political Sciences/Social Sciences Law or equivalent • 5years relevant experience at a senior management level and have proven successful institutional transformation within public or private sector • Advanced knowledge and understanding of relevant policy and legislation • Advanced understanding of institutional governance systems and performance management • Advanced understanding of council operations and delegations of powers • Good Governance. **Key Performance Areas:** • As Accounting Officer, The Municipal Manager will be responsible and accountable for, inter alia, the following: • The development of an economical, effective, efficient and accountable administration • Management of the municipality's administration in accordance with the Municipal Systems Act and Municipal Structures Act, as well as the other applicable legislation • The implementation of the municipal's Integrated Development Plan (IDP). • Performance Management Systems (PMS) and other administrative and development programmes, as well as the monitoring of progress on the implementation of these programmes • Ensuring the development of sound, effective and efficient financial management systems and compliance with the Municipal Finance Management Act (MFMA) • Management of the provision of services to the local community in a sustainable and equitable manner • Promotion of sound Labour relations and compliance by the municipality with the applicable Labour legislation • Advising the political structures and political officer bearers • Carrying out the decisions of the political office bearers of the municipality • Administration and Implementation of the municipal's bylaws and other Council policies • The implementation of national and provincial legislation applicable to the municipality • Exercising any powers and performance of any duties delegated by the municipal; council or sub delegated by other authorities of the municipality in terms of applicable legislation.

Applications must be submitted on official council application form obtainable at www.greatergiyani.gov.za Completed application form together with CV and certified copies of qualifications should be submitted to: **The Mayor, Greater Giyani Municipality, Private Bag x 9559, GIYANI, 0826**

COMMUNITY SERVICES

POST: DIRECTOR COMMUNITY SERVICES x1 • (Five year fixed- term contract)

REF 02/GGM/2016 • Location: Giyani Office

Total Annual Remuneration Package: R685, 806 –855,331 per annum

The recommended candidates will undergo competency assessment. Appointed candidate should sign employment contract, performance agreement, required to disclose financial interest and undergo security vetting.

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 operations and delegations of powers, as well as- • Health services management, • Cemetery management, Public safety, and • Parks and creation management • Registration with the South African Council for Social Services Professional (SACSSP) or similar recognized relevant professional body will be an added advantage • Driver's license. **Key Performance Areas:** • 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 Integrated Development Plan • Manage the community services with regard to Protection services, health services, sport, arts, culture and creation • Management of municipal facilities, viz, stadia, cemeteries, community Hall, libraries, etc. • Facilitate the development/review of relevant 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 structures and attend meetings of regulatory and other official bodies • Evaluate the needs of the department.

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General Conditions: Fraudulent qualifications or documents will immediately disqualify any application. Short-listed applicants will be screened for criminal records and /or any pending criminal cases and their qualifications will be verified.

For further information please contact Mr H.D Chauke on telephone no. **015 811 5511**

CLOSING DATE: 03 OCTOBER 2016

ACTING MUNICIPAL MANAGER - MR M.C CHAAMANO