



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.

DIRECTOR: TECHNICAL SERVICES **(A PERFORMANCE – BASED FIVE (5) YEAR CONTRACT)** **Negotiable salary package**

Appointment requirements

* B. Degree in Civil Engineering or equivalent qualification. * A minimum of at least five (5) years experience in Civil Engineering services. * Registration with the Engineering Council of South Africa (ECSA).

Key responsibilities

* The incumbent will perform a highly responsible, professional and administrative work. * Development, implementation and management of strategic goals, policies, procedures and plans. * Infrastructure management: Water and Sanitation, Roads, Storm water buildings, Town administration, Land Use, Electrical, Mechanical and Town Planning. * Managing the Project Management Unit. * Formulate creative solutions to enhance cost effectiveness and efficiency in the delivery of the services (capital projects inclusive). * Management of the maintenance and repairs of the existing infrastructure. * Control the department's budget. * Attending all council and related meetings.

DIRECTOR: CORPORATE SERVICES **(A PERFORMANCE – BASED FIVE (5) YEAR CONTRACT)** **Negotiable salary package**

Appointment requirements

* A Degree in Human Resource Management/Public Administration or equivalent qualification. * A minimum of at least five (5) years experience within Local government environment.

Key responsibilities

* The incumbent will manage the general administration and human resource management services. * Facilitate the development / review of relevant policies. * Render personnel provisioning and administer personnel utilization services. * Provide human resource development. Provide Legal Services. * Ensure sound labour relations. * Provide fleet management Services. * Manage and monitor, establish training needs, training programmes and coordinate assessment of training. * Provide Record Management and Auxiliary services. * Develop and control budget for the department. * Attending all council and related meetings.

CHIEF FINANCE OFFICER **(A PERFORMANCE – BASED FIVE (5) YEAR CONTRACT)** **Negotiable salary package**

Appointment requirements

* A B.Com Degree or equivalent qualification. * A minimum of at least five (5) years experience in Local Government environment. * The proven ability to communicate and negotiate at all spheres of government. * Registration with IMFO will serve as an added advantage.

Key responsibilities

* Development and implementation of strategies that will have a measurable positive impact on financial management. * Take responsibility for the income and expenditure of the municipality. Management of assets and liabilities of the municipality. * Management of supply chain management processes as delegated by the relevant authority. * Formulate creative solutions to enhance cost effectiveness and efficiency in the delivery of the services (capital projects inclusive). * Compiling the annual financial statements and executing budgetary controls. * Billing and collecting revenue due to the municipality. * Ensure the implementation of GRAP. * Providing advisory services to the municipality on financial matters. * Implementation of the provisions of the Municipal Finance Management Act. * Attending all council and related meetings.

Application 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 Mr. H.D. Chauke on telephone no. 015 – 8115500.

Candidates who do not receive a response within 60 days of the closing date should regard their applications as having been unsuccessful.

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

Application form is available at this website: greatergiyani.gov.za

Closing date: 19 August 2011