



ILEMBE DISTRICT MUNICIPALITY ILEMBE UMASIPALA WESIFUNDA

iLembe District Municipality which is strategically positioned for Development and Economic growth in KZN, seeks to fill the position of a senior manager. Applications are accordingly invited from persons who meet the requirements as indicated below. The Municipality subscribes to the principles of equal employment opportunities as contemplated in the Employment Equity Act No. 55 of 1998. This position is intended for the people in the designated group, females in particular.

RE-ADVERTISEMENT

SENIOR MANAGER: COMMUNITY SERVICES

5 (Five) Year Fixed Term Performance-based Contract

Total Remuneration Package: R932 548.00 - R1 078 089.00 - R1 223 632.00

(Remuneration is dependent on the outcomes of the competency assessments)

LOCATION OF THE POST: The post, though not limited, is based at the Municipal Offices that are situated at 59/61 Mahatma Gandhi Street, KwaDukuza

REQUIREMENTS:

Academic Qualifications and Competencies

- A valid Grade 12 Certificate, Valid EB driving licence and Computer literacy.
- Bachelor Degree in Public Administration/Political Sciences/Social Sciences/Law or equivalent
- Possess the Municipal Minimum Competency requirements as prescribed by the Local Government: Municipal Finance Management Act 56 of 2003, and the Municipal Regulations on Minimum Competency Levels, as well as the Local Government Regulations on Appointment and Conditions of Employment of Senior Managers.

Work-Related Experience and Knowledge

- Minimum of 5 years relevant experience at middle management level
- Have proven successful institutional transformation within public or private sector
- Advanced knowledge and understanding of relevant policy and legislation governing local government
- 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
- Budget and finance management

Registration with the South African Council for Social Service Professional (SACSSP), or similar recognised relevant professional body will be an added advantage.

Core Managerial and Leading Competencies:

Strategic capability and leadership; programme and project management; people management and empowerment, financial management; change management; knowledge management; service delivery innovation, problem solving and analysis, client orientation and customer focus; communication; and honesty and integrity.

Financial and Supply Chain Management Competency Areas/Skills:

Strategic leadership and management; operational financial management; governance, ethics and values in financial management; financial and performance reporting; risk and change management; project management; legislation, policy and implementation; supply chain management; and audit and assurance.

ROLES AND RESPONSIBILITIES:

The Senior Manager: Community Services, in support of the Municipal Manager and the Municipal Council, will be responsible for the following key performance and results areas:

In conjunction with the Council's leadership, drive the vision, mission and strategic direction of iLembe as articulated in the Integrated Development Plan of the Municipality.

- Develop and implement business objectives, performance targets and operational efficacy of the Municipality in relation to *Environmental Health, Disaster Management, Communication, Public Participation, Special Projects, and Youth/Sports/Arts and Culture.*
- Set the tone of the Department regarding the organisation's ethics, code of conduct and values.
- Provide leadership in the budgeting process guided by informed projections of revenues and expenditures, as well as oversee sound financial management and controls for the Department.
- Develop, foster, maintain and review key strategic relationships with key stakeholders.
- Uphold an effective and reliable risk management and governance process and systems for the Department, including participation in the internal audit.
- Ensure the maintenance of a monitoring and evaluation function and processes to monitor all activities, programmes and projects of the Department.
- Ensure compliance and adherence to the applicable legislation, regulations, policies and rules impacting on local government.

Kindly forward your application form **obtainable in Government Gazette No 37245** or can be downloaded from our website (www.ilembe.gov.za) as Annexure C, plus a comprehensive Curriculum Vitae, certified copies of your qualifications, ID and valid driver's licence to **The Municipal Manager: iLembe District Municipality, iLembe House, 59/61 Mahatma Ghandi Street, KwaDukuza, 4450** or hand deliver at same address. Applications, together with all supporting documents may also be scanned and e-mailed to recruitment@ilembe.gov.za for electronic delivery.

Enquiries should be directed to the **Senior Manager: Corporate Services Mr T Makhoba on Telephone (032) 437 9512/9505.**

The closing date for submission of application forms and supporting documents is **Friday the 22nd of May 2020 @ 12h00. No late, faxed and/or incomplete applications will be considered.**

Please note: Canvassing for this position will lead to disqualification of your application. Appointments are made according to the Local Government Systems Act, 2000 (Act No 32 of 2000) and Local Government: Regulations on the Appointment and Conditions of Employment of Senior Managers as published on 17 January 2014. Prior to appointment, the successful candidate will be required to undergo psychometric test /competency assessment and a security vetting processes. The successful candidates will be expected to sign employment contract, a performance agreement and a disclosure of financial interests.

Should you not be contacted by this office within three (3) months of the closing date, kindly consider that your application was not successful. The Municipality will not take any responsibility for registered mail. The Council reserves the right not to fill the position.

The Council is an equal opportunity employer and subscribes to an employment policy which is non-racial, non-discriminatory, non-sexist and based on merit. Women are strongly encouraged to apply.

**MUNICIPAL MANAGER
N.G. KUMALO**