



**ILEMBE DISTRICT MUNICIPALITY  
ILEMBE UMASIPALA WESIFUNDA**

iLembe District Municipality is strategically positioned for Developmental and Economic potential in KZN and seeks to fill the following position and accordingly invites applications from persons who meet the requirements as indicated. The Municipality subscribes to the principles of equal employment opportunities as contemplated in the Employment Equity Act 55 of 1998.

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**ADVERTISEMENT**

**FIXED EMPLOYMENT CONTRACT VACANCY**

**MUNICIPAL MANAGER**

**5 (five) Year Fixed Term Contract linked to Performance Contract**

5 (Five) Year Fixed Term Contract  
**Total Remuneration Package:**

R1 160 847.00	R1 349 824.00	R1 538 800.00
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**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

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**REQUIREMENTS:**

**Education Qualification**

- A valid Grade 12 Certificate
- 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.
- Valid EB driving licence
- Computer literacy

**Work-Related Experience and Knowledge**

- Minimum of 5 years relevant experience at senior and middle management level, of which at least 3 years must be at senior 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 and
- Budget and finance management

**Core Managerial and Leading Competencies**

Strategic capability and leadership; programme and project management; people management, financial management; change management; knowledge management; service delivery innovation, problem solving and analysis, people management and empowerment; 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.

### **RESPONSIBILITIES:**

**The Municipal Manager, in support of the Mayor 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. Set the tone at the top of the administration regarding the organisation's ethnics, 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. Develop, foster, maintain and review key strategic relationships with key stakeholders. Maintain an effective and reliable risk management and governance process and systems, including internal audit function, Council Secretariat and Audit Committee. Ensure the maintenance of a monitoring and evaluation function and processes to monitor all activities, programmes and projects. Ensure compliance and adherence to the applicable legislation, regulations, policies and rules impacting on local government.

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Kindly forward your application form obtainable in Government Gazette No 37245 or can be downloaded from our website ([www.ilembe.gov.za](http://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](mailto:recruitment@ilembe.gov.za) for electronic delivery.

Enquiries should be directed to the **Manager: Human resources (Mr GM Nzuza on Telephone (032) 437 9348**. The closing date for submission of application forms and supporting documents is **Wednesday the 25 March 2022 @ 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 process. The successful candidates will be expected to sign employment contract, a performance agreement and a disclosure of financial interests.

Incomplete, faxed/mailed applications, and applications received after closing date **WILL NOT** be considered. 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, and non-sexist, based on merit.***

  
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**TP SHANDU**  
**HIS WORSHIP: THE MAYOR**