CEDERBERG MUNICIPALITY

VAKATURES / VACANCIES

NOTICE NR: 96 / 2017

The Cederberg Municipality, which includes the towns, Citrusdal, Clanwilliam, Graafwater, Lamberts Bay and Elands Bay as well as a large rural area, invites applications from suitably qualified candidates to fill vacant positions within its establishment.

MUNICIPAL MANAGER

5 YEAR PERFORMANCE BASED CONTRACT

Appointment will be made in terms of section 54A of the Municipal Systems Act. Appointment is subject to compliance with the minimum prescribed higher educational qualification, experience and attainment of demonstrated evidence of competent, advanced or superior competency level as measured against the competence requirements for senior managers as set out in the Regulations on Appointment and Conditions of Employment of Senior Managers, GN.21, GG 37245, dated 17 January 2014.

Key Responsibilities: The overall management of the Municipality in order to ensure efficient and effective provision of services, promoting economic growth, facilitation of social and economic development, and long term sustainability of the Municipality. Perform all functions, duties and responsibilities as contained in relevant local government legislation that impacts on local government, and of management of staff towards fulfilling core basic service delivery functions of the municipality.

Requirements include: A Bachelor Degree in Public Administration / Political Sciences / Social Sciences / Law or equivalent with at least five years’ experience at senior management level and a proven record of successful institutional transformation within the 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 delegation of powers; good governance; audit and risk management establishment and functionality; budget and finance management; and good knowledge of supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No 5 of 2000). The ability to engage strategically with the Executive Mayor, Councillors, communities and residents. An aptitude for strategic / operational planning and implementation management, decision-making, leadership, innovation and motivation. Compliance with the National Treasury Regulations on the Required Minimum Competency Levels for Accounting Officers as per GN R.493, published in GG29967 dated 15 June 2007. Computer skills, a valid driver’s license and own transport.

Remuneration: A total remuneration package: R 885 394 – R 1 104 255 as prescribed in the Upper Limits of Total Remuneration Packages Payable to Municipal Managers and Managers directly accountable to Municipal Managers (GN 381, GG 40118 dated 4 July 2016)

Closing date for applications: 18 August 2017 at 12h00.

IMPORTANT: Applications must be submitted on an official application form for senior managers to: Private Bag X2, Clanwilliam, 8135. Mark the Envelope clearly: Application for Vacancy Municipal Manager • Application forms are available from the municipal offices and the municipal website: www.cederbergmunicipality.co.za Applications must be accompanied by a comprehensive CV with certified copies (not older than 3 months) of qualifications, identity document, driver’s license, particulars of at least three contactable references and full details of any dismissal for misconduct and any disciplinary actions, whether pending or finalised, instituted against the applicant in his or her current or previous employment. The successful applicant will have to sign an employment contract, performance agreement and disclose financial interest. All applicants will undergo security vetting. Applications must be hand delivered or posted • The Cederberg Municipality reserves the right not to make an appointment. Enquiries: Contact Henry Witbooi at 027 482 8000 during office hours

Please Note: Canvassing any individual member of the Municipality will result in automatic disqualification. No late applications will be considered • Candidates will be expected to complete a practical competency-based and psychometric assessment • Applicants must note that their appointment is subject to the following reference checks: qualifications, criminal records, vetting and record of dismissed staff members contemplated in section 57A of the Municipal Systems Act • The successful incumbent must sign an employment contract and performance agreement as contemplated in section 57 of the Municipal Systems Act • The incumbent will also be required to provide a disclosure of financial interests • The appointment will be effected in accordance with the Municipality’s Employment Equity policy and plan • If you are not invited for an interview within 60 days, you may deem your application to be unsuccessful.

PL VOLSCHENK

ACTING MUNICIPAL MANAGER