



EXTERNAL ADVERTISEMENT

The Mbhashe Local Municipality invites suitably qualified candidates to apply for the under mentioned position. The Mbhashe Municipality is an equal opportunity and Affirmative Action employer. Applications who comply with the minimum requirements for this post possess the necessary integrity and an excellent track record, are invited to apply for the Municipal Manager position five-year performance-based term contract appointment in terms of section 54 (A) of the Municipal Systems Act.

Mbhashe Local Municipality Council is committed to the provisions of Employment Equity Act No.55 of 1988 for the advancement of previously disadvantaged and disabled persons, therefore, designated groups, including people with disabilities and women are particularly encouraged to apply.

DATE: 8 MAY 2023 VACANCIES

POSITION 1: SENIOR MANAGER: COMMUNITY SERVICES

NATURE OF EMPLOYMENT	PERMANENT
PLACE OF WORK	454 Streatfield Street, DUTYWA, Eastern Cape
REMUNERATION	Total Remuneration : R907,864(Minimum), R1 037,559(Midpoint), R1 150,465(Maximum, as per Government Gazette No 47538 dated 18 November 2022).
REQUIREMENTS	<ul style="list-style-type: none">• Grade 12• B Degree in Social Sciences/Public Administration/Law/ Management Sciences/or Equivalent Qualification• Certificate in Municipal Financial Management Programme as prescribed in terms of Municipal Regulations on Minimum Competency Levels



Mbhashe
Local Municipality
Willovale | Dutywa | Elliotdale

All correspondence must be directed to the office of the Municipal Manager.

454 Streatfield Street, Dutywa

Eastern Cape Province

Tel: 047 489 5800

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www.mbhashemun.gov.za

	<ul style="list-style-type: none">• A minimum of 5 years' experience at a middle management level in Local Government and have proven successful institutional transformation within public or private sector• Good communication skills• Good Governance• A valid Code B Driving Licence
KNOWLEDGE	<ul style="list-style-type: none">• Good knowledge and understanding of relevant policies and legislation, institutional governance systems and performance management, Council operations and delegation of powers.• Good knowledge of core- functions services, including, Community and Social Safety, Environment and Waste Management, Cemetery Management, Parks and Recreation Management. Good knowledge of Supply Chain Management Regulations and Preferential Procurement Policy Framework Act(Act No.5 of 2000).• Registration with the South African Council for Social Service Professionals (SACSSP) or appropriate recognised relevant professional body will be an added advantage.



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KEY RESPONSIBILITIES

The incumbent will be responsible for the following:

Design programmes and develop policies to promote an enabling environment for community based programmes as guided by the Municipal IDP. Provide strategic leadership in relation to the development, implementation, monitoring and reporting on Service Delivery and Budget Implementation Plan (SDBIP) of the directorate. Overhead controls and management of Municipal Parks, Cemeteries, Recreation Facilities/ programmes, Disaster Management/Firefighting, Public Safety, Driving Licence Centre, Waste Management and Libraries. Develop and implement key strategic/ business plans including Waste Disposal & Management Plan, Disaster Management Plan, Transport Plan, Traffic & Licensing Plan and Environmental Management Plan. Manage departmental budget, human resources & other resources in accordance with local government legislation and treasury regulations. Manage efficient provision of municipal services. Establish, operate and maintain support structures, processes and systems. Direct and control key deliverables and outcomes for the department. Liaise with internal and external stakeholders. Ensure legislative, regulatory, policy, practices and operating standards compliance. Performance of other responsibilities assigned from time to time by competent authority.



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POSITION 2 : SENIOR MANAGER : MUNICIPAL OPERATIONS

NATURE OF EMPLOYMENT	PERMANENT
PLACE OF WORK	454 Streatfield Street, DUTYWA , Eastern Cape
REMUNERATION	Total Remuneration: R907,864(Minimum), R1 037,559 (Midpoint), R1 150,465(Maximum, as per Government Gazette No 47538 dated 18 November 2022).
REQUIREMENTS	<ul style="list-style-type: none"> • Grade 12 • Must have a recognized Bachelor's Degree (at NQF level 7) in Public Administration/ Social Sciences/ Development Studies/ or Equivalent Qualification. • A minimum of 5 years experience at a middle management level in Local Government. • A certificate in Municipal Finance Management or CPMD • Valid motor vehicle driving license • Must possess advanced computer skills/application.
ATTRIBUTES	<ul style="list-style-type: none"> • Thorough knowledge of Strategy Planning and Management. A visionary, inspirational, innovative and strategic leader. • A proven ability to develop partnerships, provide vision, see organizational direction and to inspire others as part of a team. • Ability to build and maintain relationships between the Council, the Municipal Administration and the other stakeholders.



KEY RESPONSIBILITIES	<ul style="list-style-type: none">• Provide Strategic to Council, Accounting Officer and the Senior Management team.• Will be responsible for drafting, review and monitor the implementation of the IDP and budget processes.• Must co-ordinate the operation of the Special Programmes Unit.• Must monitor compliance and adherence to Municipal Legislation, Regulations and policies.• Will be responsible for the general management of the Mayor, Speaker and Chief Whip offices.• Will be responsible for coordinating Ward Committees functionality.• Overseeing the implementation of the Institutional Performance Management System.• Leading the area of monitoring, evaluating and reporting on the performances of the municipality.• Managing performance reporting process in order to ensure measurability, accuracy, validity, reliability and timelines of submission.• Will be responsible for Public Participation.• Will be responsible for co-ordinating the following Focus Areas :IGR, Communication, International Relations, Council Affairs and Stakeholder Management.
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NOTE: All applications must be made on the official application form for Senior Managers that can be downloaded on municipal website www.mbhashemun.gov.za, accompanied by a comprehensive curriculum vitae together with certified copies of Identity document, educational qualifications and drivers licence not older than three months. Shortlisted applicants will be screened for criminal records and or any pending criminal cases. The successful candidate will be required to disclose all financial interests, sign an employment contract and yearly performance agreement. All applicants should note that failure to submit the required documents will result to your application not to be considered.



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Applications must be submitted to the Municipal Manager, Mbhashe Local Municipality, P.O Box 25, Dutywa, 5000 or hand delivered to Mbhashe Local Municipality, 454 Streatfield Street, Dutywa, 5000 and all the applications should be marked application for Senior Manager: Community Services or Senior Manager: Municipal Operations.

Only hard copy applications will be considered, no electronic or faxed copies will be accepted.

Should you not receive any response from us within sixty (60) days of the closing date, please consider your application as unsuccessful, Mbhashe Local Municipality reserves the right not to make any appointments.

ENQUIRIES: Senior Manager Corporate Services, Ms N Mahlati- Nkuhlu at 047489 5809/5800 or email to nkuhlun@mbhashemun.gov.za

DATE OF ADVERT: 7 & 8 May 2023

CLOSING DATE: 25 May 2023 at 15h00

ISSUED BY

MR M. NAKO

MUNICIPAL MANAGER