



# MATJHABENG LOCAL MUNICIPALITY

Private Bag X708, WELKOM; 9460, Tel: (057) 391 3224/ 057 391 3911, Fax: (057)353 -2482 0461  
 Website: [www.matjhabeng.co.za](http://www.matjhabeng.co.za); e-mail; munman@matjhabeng.co.za

Matjhabeng Local Municipality comprises of the following towns; Welkom; Virginia; Odendaalsrus; Allanridge; Hennenman and Ventersburg. Matjhabeng Local Municipality subscribes to the principles of affirmative action and all accompanying regulations that seek to address the imbalances of the past.

The administrative offices of the municipality are situated at Welkom; which is 225.8 km's south of Johannesburg and 152.8 North of Bloemfontein.

To this end, the municipality seeks to fill the following vacant and strategic position

<b>JOB ADVERTISEMENT</b>	
<b>JOB TITLE</b>	<b>EXECUTIVE DIRECTOR : COMMUNITY SERVICES</b>
<b>EMPLOYMENT</b>	(To be appointed in terms of Section 56 and 57 of Municipal Systems Act 32 of 2000)  5 years fixed term performance based contract.  There will be a need for signing of an employment contract, a performance agreement and disclosure of financial interest.
<b>REMUNERATION PACKAGE</b>	Minimum: R 1 035 906, Mid-point: R 1 233 222, Maximum R 1 430 538 per annum
<b>MAIN PURPOSE OF THE JOB</b>	To provide quality sustainable Community services to the residents of the Matjhabeng Local Municipality and oversees four major departments that incorporate services including:
<b>NO. OF INCUMBENTS</b>	1
<b>LOCATION</b>	<b>Welkom</b>
<b>REQUIRED MINIMUM EDUCATION</b>	<b>Bachelor Degree in Social Sciences/ Public Administration/ Law; or equivalent.</b>
<b>PROFESSIONAL REQUIREMENTS</b>	* Registration with the South African Council of Social Service Professionals (SACSSPO; of similar recognised relevant professional body.
<b>REGULATED REQUIREMENTS</b>	The appointee will be required, as a condition of his /her appointment, to have obtained/ or exhibit competence in <b>ALL</b> Financial and Supply Chain Management Competency areas (CPMD/MFMP)
<b>ADDED REQUIREMENT</b>	Certificate in Project Management
<b>KEY PERFORMANCE AREA</b>	The incumbent will be responsible to Manage the following:  1. Waste Management Services. 2. Cemeteries. 3. Sport Development and Recreation.

	<p>3. Arts Culture and Heritage.</p> <p>4. Parks and Horticulture.</p> <p>5. Transport, Traffic, Safety and Security Services.</p> <p>6. Fire and Rescue Services.</p> <p>7. Libraries and Halls.</p>
<b>PREFERRED MINIMUM EXPERIENCE</b>	5 years' Experience at Senior Management
<b>CRITICAL COMPETENCIES</b>	<p>* Demonstrate proficiency in competency areas as prescribed in the regulations in accordance with the MFMA.</p> <p>* Eligibility in terms of competency levels for senior managers as prescribed in the Government Gazette No. 29967.</p>
<b>KNOWLEDGE COMPETENCIES</b>	<p>* Good knowledge and understanding of relevant policy and legislation;</p> <p>* Good understanding on institutional governance systems and performance management;</p> <p>* Understanding of Council operations ad Delegation of Powers, as well as-;</p> <ul style="list-style-type: none"> <li>○ Health Service management</li> <li>○ Cemetery management</li> <li>○ Public Safety; and</li> <li>○ Parks and Recreation management.</li> </ul>
<b>ADDITIONAL COMPETENCIES</b>	Strategic leadership and management; people management; operational financial management; governance; ethics and values; risk and change management.
<b>APPLICATIONS</b>	<p>❖ Interested applicants can access the regulated application form at <a href="http://www.matjhabeng.co.za">www.matjhabeng.co.za</a>, which must be accompanied by Curriculum Vitae, Certified copies of qualifications and ID to: <b>The Municipal Manager: Advocate M.F Lepheana; Private Bag X707; Welkom; 9460</b></p> <p>NOTE: <b>No faxed or emailed applications will be accepted.</b></p> <ul style="list-style-type: none"> <li>• <i>The Municipality will subject shortlisted candidates to reference checks; security vetting; two days competency based assessment, and to verify their qualifications before appointment.</i></li> <li>• <i>It is the applicant's responsibility to have foreign qualifications Evaluated by the South African Qualifications Authority (SAQA) and to attach the proof thereof.</i></li> <li>• <i>Direct or indirect canvassing for preferential treatment will result in automatic disqualification of affected candidate.</i></li> <li>• <i>Correspondence will be limited to short listed candidates only.</i></li> <li>• <i>Applicants who have not been contacted within 30 Days from closing date should consider their application unsuccessful.</i></li> <li>• <i>All enquiries in this regard should be directed to: <b>Mr Fezile Wetes :Executive Director: Corporate Services: Tel: 057391 3911</b></i></li> </ul>
<b>CLOSING DATE OF APPLICATIONS</b>	<b>10 February 2017</b>
<b>MUNICIPAL MANAGER</b>	<b>Adv. M.F Lepheana</b>

Approved by:

[Originally Signed]

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**Adv. M.F Lepheana**  
**Municipal Manager**  
**Matjhabeng Local Municipality**