



Private Bag X708, WELKOM; 9460, Tel: (057) 391 3224/ 057 391 3911, Fax: (057)353 -2482 0461
 Website: www.matjhabeng.fs.gov.za; e-mail: mm@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.

The municipality seeks to fill the following three vacant and strategic positions.

JOB ADVERTISEMENTS			
JOB TITLE	CHIEF FINANCIAL OFFICER		
EMPLOYMENT TERM	To be appointed in terms of Section 56 and 57 of Municipal Systems Act 32 of 2000 5 years fixed term performance based contract		
REMUNERATION	As per the Government Gazette No.40118		
	MINIMUM	MIDPOINT	MAXIMUM
	R 1 035 906	R 1 233 222	R 1 430 538
NO. OF INCUMBENTS	1		
LOCATION	Welkom		
REQUIREMENTS	Honour's Degree in Financial Management with Accounting as a Major subject or equivalent qualification * A postgraduate degree in the relevant field would be an added advantage * Professional Registration with the relevant professional body * Applicants must meet the minimum competency levels for Chief Financial Officers as per National Treasury Regulations in the Government Gazette No. 29967 dated 1 July 2007 * A minimum of 7 years relevant experience at senior and management level (2 of the 7 must be at senior management level), preferably in Local Government * Valid driver's license.		
KNOWLEDGE	Advanced knowledge of local government Municipal Finance Management Act (MFMA), National Treasury Regulations, Supply Chain Management Regulations, Preferential Procurement Policy Framework Act 2000 (Act No 5 of 2000) and other legislations applicable to Local Government, Generally Recognized Accounting Practice (GRAP), key financial management/governance standards and performance objectives * Advanced understanding and experience in institutional governance systems and performance management (preferably in local government) * Advanced understanding of Council operations and system of delegation of powers * Understanding of good governance practices.		
PERSONAL ATTRIBUTES	Integrity, honesty, maturity and courtesy * Diplomacy and commitment to providing progressive democratic and accountable government * Strategist and excellent corporate planner * Excellent communication and motivational skills * Customer focused * Advanced negotiation skills * Analytical thinker * Diversity management skills.		
KEY PERFORMANCE AREAS	As contained in section 81 of the MFMA, including but not limited to:		

	<p>Provision of strategic financial management direction, advice and leadership to the Budget and Treasury, Revenue, Expenditure and Supply Chain Management functions * Provision of an effective financial management system inclusive of policies, procedures, financial operating standards, practices, anti-corruption measures and an effective accounting system within the municipality * Provision of strategic direction to the financial planning and budgeting process within the municipality and ensure that strategies are consistent with the Constitution, MFMA, Treasury Regulations and annual Division of Revenue Act * Ensuring that effective revenue collection systems that are consistent with the Municipal Systems Act and Municipal Property Rates Act are in place, including effective system of expenditure management * Overseeing the compilation of financial statements and application of efficient and effective control systems * Support the Accounting Officer and other Senior Managers in the execution of their functions * Managing and ensuring productive utilisation of personnel with the Budget and Treasury Office * Overall responsibility for the implementation of efficient, effective and economic financial systems in the municipality * Responsible for Human Resource Management * Ensure implementation of the Performance Management System within the financial department.</p>
--	---

Please Note: The following two positions are being re-advertised, candidates who previously applied are encouraged to re-apply.

JOB TITLE	EXECUTIVE DIRECTOR :LOCAL ECONOMIC DEVELOPMENT AND TOWN PLANNING		
EMPLOYMENT TERM	To be appointed in terms of Section 56 and 57 of Municipal Systems Act 32 of 2000 5 years fixed term performance based contract		
REMUNERATION PACKAGE	As per the Government Gazette No.40118		
	MINIMUM	MIDPOINT	MAXIMUM
	R 1 035 906	R 1 233 222	R 1 430 538
NO. OF INCUMBENTS	1		
LOCATION	Welkom		
REQUIREMENTS	Honours Degree in Building Sciences/ Architect/ Town and Regional Planning or Development Studies; or equivalent. * Registration as a Professional Planner in accordance with the Planning Professions Act 2002, (Act No.36 of 2002) and/or * Association of Certified Chartered Economists * A postgraduate degree in the relevant field would be an added advantage * Applicants must meet the minimum competency levels for Senior Managers as per National Treasury Regulations in the Government Gazette No. 29967 dated 1 July 2007 * A minimum of 7 years relevant experience at senior and management level (2 of the 7 must be at senior management level), preferably in Local Government * Valid driver's license.		
KNOWLEDGE COMPETENCIES	Good knowledge and understanding of relevant policy and legislation * Good understanding on institutional governance systems and performance management * Good knowledge of supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No.5 of 2000) * Knowledge of geographical information systems; and * Knowledge of Spatial, Town and Development Planning.		
PERSONAL ATTRIBUTES	Integrity, honesty, maturity and courtesy * Diplomacy and commitment to providing progressive democratic and accountable government * Strategist and excellent corporate planner * Excellent communication and motivational skills * Customer focused * Advanced negotiation skills * Analytical thinker * Diversity management skills.		

KEY PERFORMANCE AREA	Report directly to the Municipal Manager on key departmental activities. Overall management of Local Economic Development; Town Planning, Human Settlement, Spatial Development Framework; and related Town Planning functions. Develop and Maintain GIS. Formulation of development policies and implement economic development strategy and programme; stimulate the local economy by promoting job creation; investment and development of SMME's. Implement the Integrated Development Plan (IDP) as well as strategic goals of the Local Economic Development; Town Planning and Human Settlement Department. Provide support and advice to the Municipal Manager as well as other functionaries of the Council. Implement departmental Service Delivery Budget Implementation Plan (SDBIP). Develop and implement key strategic / business plans within the Department. 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. Facilitate stakeholder participation and involvement. Ensure legislative, regulatory, policy, practices and operating standards compliance.
-----------------------------	---

JOB TITLE	EXECUTIVE DIRECTOR : COMMUNITY SERVICES		
EMPLOYMENT	To be appointed in terms of Section 56 and 57 of Municipal Systems Act 32 of 2000 5 years fixed term performance based contract		
REMUNERATION PACKAGE	As per the Government Gazette No.40118		
	MINIMUM R 1 035 906	MIDPOINT R 1 233 222	MAXIMUM R 1 430 538
NO. OF INCUMBENTS	1		
LOCATION	Welkom		
REQUIRED MINIMUM EDUCATION	Honours Degree in Social Sciences/ Public Administration/ Law; or equivalent. * Registration with the South African Council of Social Service Professionals (SACSSPO); or similar recognised relevant professional body * A postgraduate degree in the relevant field would be an added advantage * Applicants must meet the minimum competency levels for Senior Managers as per National Treasury Regulations in the Government Gazette No. 29967 dated 1 July 2007 * A minimum of 7 years relevant experience at senior and management level (2 of the 7 must be at senior management level), preferably in Local Government * Valid driver's license.		
KEY PERFORMANCE AREA	Report directly to the Municipal Manager on key departmental activities. Overall management of the Community Services Department. Implement the Integrated Development Plan (IDP) as well as strategic goals of the Community Services Department. Provide support and advice to the Municipal Manager as well as other functionaries of the Council. Implement departmental Service Delivery Budget Implementation Plan (SDBIP). Develop and implement key strategic / business plans including Waste Management, Cemeteries, Sport Development and Recreation, Arts, Culture and Heritage, Parks and Horticulture, Transport, Traffic, Safety and Security, Fire and Rescue and Libraries. 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. Facilitate stakeholder participation and involvement. Ensure legislative, regulatory, policy, practices and operating standards compliance.
KNOWLEDGE COMPETENCIES	Good knowledge and understanding of all relevant policies and legislations to the position * Good understanding on institutional governance systems and performance management * Understanding of Council operations ad Delegation of Powers.
APPLICATIONS	Interested applicants can access the regulated application form at www.matjhabeng.fs.gov.za , which must be accompanied by Curriculum Vitae, Certified copies of qualifications and ID to: The Municipal Manager: Mr. T Tsoaeli ; Private Bag X707; Welkom; 9460 NOTE: No faxed or emailed applications will be accepted. <ul style="list-style-type: none"> • <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> • <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> • <i>Direct or indirect canvassing for preferential treatment will result in automatic disqualification of affected candidate.</i> • <i>Correspondence will be limited to short listed candidates only.</i> • <i>Applicants who have not been contacted within 30 Days from closing date should consider their application unsuccessful.</i> • <i>All enquiries in this regard should be directed to: Mr. Fezile Wetes :Executive Director: Corporate Services: Tel: 057 391 3911</i>
CLOSING DATE OF APPLICATIONS	21 AUGUST 2017

Approved by:

.....
Mr. T Tsoaeli
Municipal Manager
Matjhabeng Local Municipality

Notice 25/2017

