



ZF MGCWU DISTRICT MUNICIPALITY

ZF Mgcawu District Municipality invites applications from suitably qualified candidates to fill the following vacant position within its establishment:

DEPARTMENT : Office of the Municipal Manager
POST : Municipal Manager
CENTRE : ZF Mgcawu District Municipality (Upington), Northern Cape

ANNUAL TOTAL REMUNERATION PACKAGE:

In terms of Government Gazette No. 43122 of 20 March 2020, i.e. Upper Limits of Total Remuneration Package Payable to Municipal Managers and Managers Directly Accountable to the Municipal Managers.

Municipal Categorisation	Total Remuneration Package Minimum	Total Remuneration Package Midpoint	Total Remuneration Package Maximum
2	R 1 030 759	R 1 141 500	R 1 267 066

As the Accounting Officer and Head of the Administration the incumbent will assume overall responsibility for the Strategic Direction and Leadership of the Municipality.

REQUIREMENTS:

- B Degree or a relevant qualification at NQF level 7 (360 credits).
- Certificate in Municipal Finance in terms of Municipal Regulations on Minimum Competency Levels as determined by Local Government: MFMA, 2003 (Act no 56 of 2003)- if successful applicant does not comply with the aforementioned it is expected of him/her to complete required unit standards within 18 months of appointment as a condition of employment.
- A postgraduate qualification in fields related to public administration will be an added advantage;
- 5 years' minimum relevant experience at a Senior Management Level and have a proven institutional transformation record in the public or private sector;
- The required core and leading competencies as stipulated in Annexure A of the Regulations on Appointment and Conditions of Employment of Senior Managers Government Notice 21 in Government Gazette 37245 dated 17 January 2014;
- Advance 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 power;
- Proven track record of good governance, audit and risk management, budget and finance management;
- Ability to be an innovative and strategic leader;
- Adherence to Schedule 2 of Government Gazette 37245 dated 17 January 2014; and
- Valid driver's licence.

Core functions:

To comply with the functions of the Municipal Manager as prescribed in section 55 of the Municipal Systems Act, 3 of 2000.; Provide corporate / strategic leadership; ensure allocation, management and optimisation of resources; to facilitate the development of systems / strategies to deal with statutory responsibilities / provisions accordance with applicable legislation; to drive organisational performance and sustainability; to liaise with, consult and advise political office bearers; set up systems and procedures to ensure adherence to organisational values; manage the Municipality and its finance in compliance with relevant legislation; manage effective staff utilisation and promoting

healthy labour relations compliant with relevant labour legislation; to manage sound stakeholder relations and expectation management.

Terms of appointment:

A fixed term contract of employment, not exceeding one year after the next Local Government elections, including signing of an employment contract and performance agreement in terms of Section 57 of the Municipal Systems Act and declaration of financial interest.

Please Note: No late or faxed applications will be considered. Candidates are required to complete the prescribed "Annexure C" application form as per Regulations on Appointment and Conditions of Employment of Senior Managers Government Notice 21 in Government Gazette 37245 dated 17 January 2014 which is obtainable from the internet at www.gpwonline.co.za, or on the Municipal Website; www.zfm-dm.co.za (failure to do so will result in the candidate being disqualified).

Short-listed candidates will be subjected to security vetting/screening, verification of qualifications, criminal records and charges for misconduct; employment history/reference check and competency assessment and should disclose financial interest. Canvassing will result in automatic disqualification. ZF Mgcawu District Municipality reserves the right to nullify or cancel an employment contract and recover all costs incurred by the municipality including remuneration, advertisement, etc., should it be discovered that the successful candidate submitted false or insufficient information which resulted to the contravention of the provisions of Municipal Council Policies, Municipal Systems Amendment Act No. 7 of 2011 or any other relevant legislation. Curriculum Vitae will not be returned. ZF Mgcawu District Municipality complies with the Protection of Personal Information Act, 4 of 2013 (POPIA), Applicants agree that their personal information maybe recorded and processed by the Municipality.

Appointments will be made according to the Council's Employment Equity Plan, which ensures representation of designated groups in the Municipality, including those with disabilities.

If you meet the stated requirements, a detailed CV, certified copies of academic qualifications, Identity Document and Driver's License (certified copies must not be older than 3 months) should be addressed to **The Executive Mayor, ZF Mgcawu District Municipality, Private Bag X 6039, or hand delivered at C/O Dr. Nelson Mandela Driveway and Upington 26 Driveway Upington 8800**

Enquiries: Executive Mayor: Cllr M Louw Tel. 054-3372800 during office hours (07:30 – 16:30) or email admin@zfm-dm.gov.za

Closing Date: 01 July 2022 at 12:00pm

If **no communication has been received from us within three (3) months** after the closing date, please consider your application not successful. The Municipality reserves the right to appoint or not appoint any person.