



Molemole Local Municipality invites applications from suitably qualified candidates to fill vacant positions within its establishment. Molemole Local Municipality is an equal opportunity and affirmative action employer. Persons designated in terms of applicable legislations as historically disadvantaged South Africans as well as people with disabilities are encouraged to apply:

DEPARTMENT: MUNICIPAL MANAGER'S OFFICE

This is a fixed-term employment contract for Five (5) years and the incumbent shall be expected to sign an employment contract, a performance agreement and disclosure of financial interest. The incumbent will be stationed at Molemole Municipality in Mogwadi offices.

Position: Municipal Manager

Remuneration: An All-inclusive package-R930 409.00 – R1 069 436.00 - R1 208 463.00

Minimum requirement:

The applicant must be in possession of Bachelor Degree in Public Administration/ Political Sciences / Social Sciences / Law or equivalent. The incumbent must have a minimum of five (5) years relevant experience at a senior management level and proven successful institutional transformation within public or private sector. The applicant must be computer literate and have a valid driver's license and his/her own roadworthy vehicle. An incumbent must be a person of honesty and integrity.

The incumbent must have the following leading and Core Competencies as per the Government Gazette No. 37245:

Strategic direction and leadership; people management; program and project management; financial management; change management; government leadership, Moral competence; planning and organizing; analysis and innovation; knowledge and information management; communication, results and quality focus.

Knowledge: 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 and Budget and finance management

Task and Responsibilities:

Provide ethically correct advice to the Mayor and Council; Ensure implementation of Council Policies and Resolutions; To provide vision, set direction for the municipality and inspire others to deliver on the mandate of the municipality, To ensure that as Accounting Officer, the municipality complies with all provisions in the Municipal Finance Management Act No 56 Of 2003. To initiate and support municipal transformation, Develop and implement key strategic /business plans including Internal Audit, Risk Management, Legal Services, Performance Monitoring and Evaluation, Mayors and Speakers programmes, To explore and implement new ways of delivering services, Render strategic leadership during development, implementation and monitoring of the Integrated Development Plan (IDP) and Performance Management System (PMS), To communicate effectively with all municipal stakeholders, To display and build the highest standards of ethical and moral conduct, Performs and accountable for municipal transformation and organisation development; basic service delivery; local economic development; municipal financial viability and management and good governance and public participation, Represent the Municipality at Provincial and National Forums.

Position: Chief Financial Officer

Remuneration: An All-inclusive package- R768 305 – R878 063 – R987 820

Minimum requirement:

The applicant must be in possession of B Com Degree in Financial Management/ Accounting/Economics; or equivalent qualification at NQF level 6. The incumbent must have a minimum of five (5) years relevant experience at middle management level and proven successful institutional transformation within public or private sector. The applicant must be computer literate and have a valid driver's license and his/her own roadworthy vehicle. An incumbent must be a person of honesty and integrity. Certificate in Municipal Finance Management Programme (SAQA Qualification ID No. 48965) will serve as an added advantage; Valid Code 8/B driver's license.

The incumbent must have the following leading and Core Competencies as per the Government Gazette No. 37245:

Strategic direction and leadership; people management; program and project management; financial management; change management; government leadership, Moral competence; planning and organizing; analysis and innovation; knowledge and information management; communication, results and quality focus.

Knowledge: Good knowledge and understanding of relevant policy and legislation, Good knowledge and understanding of institutional governance systems and performance management, Good understanding of council operations and delegation of

powers as well as Health service management, cemetery management, Public safety, Parks and recreation management, Good governance, Audit and risk management establishment and functionality and Budget and finance management

Task and Responsibilities:

Overall management of Budget and Treasury Department; implement the Integrated Development Plan (IDP) as well as strategic goals for the Budget and Treasury Department, Provide support and advice to the Municipal Manager and Council on matters delegated to the department; Implement the Service Delivery Budget Implementation Plan (SDBIP); Develop and implement key strategic /business plans including Supply Chain Management, Budget and Reporting, Revenue/Income Management, Expenditure Management and other resources in accordance with local government legislation and treasury regulations; Perform duties and functions delegated to the Chief Financial Officer by the Municipal Financial Management Act and as delegated by Council and or by the Accounting Officer; Prepare and implement municipal budget and its human resources; Prepare annual financial statements and other mandatory financial management reports; Manage efficient provision on 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 and operating standard compliance.

IMPORTANT INFORMATION FOR APPLICANTS TO TAKE NOTE OF:

Forward your applications to:

The Municipal Manager; Molemole Local Municipality; Private Bag X 44; Dendron; 0715 or deliver to 303 Church Street; Dendron or Molemole Local Municipality Morebeng Branch Office; 25 Cnr. Roets & Viviers Street; Soekmeaar.

Applications must be submitted on an official Molemole Local Municipality's Section 54A & 56 application form that is downloadable on the municipal website: www.molemole.gov.za and must be signed by the applicant, a comprehensive CV and originally certified copies of: identity document, driver's license and qualifications. *Applications without the above will not be considered. Molemole Local Municipality reserves the right to / not to make appointments. If no response is received from Molemole Municipality 60 days after the closing date, it must be regarded that your application was unsuccessful. Correspondence regarding the advertised position will be limited to successful candidates only.

- NB: 1. Candidates will be subjected to security vetting; competency assessment, employment, and reference checks.**
- 2. Faxed and E-Mailed applications will not be accepted.**

- 3. Applications received after the closing date and time will not be considered.**
- 4. Fraudulent qualifications or documentation will immediately disqualify an applicant.**
- 5. Direct or indirect canvassing for preferential treatment will lead to immediate disqualification of the relevant applicant.**
- 6. Candidates with foreign qualifications must also attach SAQA evaluation report.**
- 7. Appointment will be done in line with Local government: Regulations on Appointment and Conditions of Employment of Senior Managers.**

Further enquiries may be directed to Manager-HRM: Mr. K.G Letsoalo at 015 501 2333. Molemole Local Municipality reserves the right not to fill the advertised post. CLOSING DATE: Friday 15 June 2017 at 16h30.