



EHLANZENI DISTRICT MUNICIPALITY
(AN EQUAL OPPORTUNITY EMPLOYER)
SITUATED IN NELSPRUIT IN THE MPUMALANGA PROVINCE

APPLICATIONS ARE INVITED FROM COMPETENT PERSONS TO FILL THE FOLLOWING POSITION:
(PREVIOUSLY DISADVANTAGED INDIVIDUALS ARE ENCOURAGED TO APPLY)

GENERAL MANAGER: SOCIAL SERVICES AND DISASTER MANAGEMENT

REF: EDM/SS AND DM

Ehlanzeni District Municipality, a Category C Municipality with its seat in Mbombela (Nelspruit) hereby invites applications from suitably qualified candidates who are committed, self-driven, motivated, service delivery oriented and high performance professional/practitioners for the position of **GENERAL MANAGER SOCIAL SERVICES AND DISASTER MANAGEMENT**

SALARY: All-inclusive remuneration package between Minimum: R1,055,080 Midpoint: R1 241,269 Maximum: R1,427,459 as per Government Gazette no 43122 of 20 March 2020 Determination of Upper limits of total remuneration payable to Managers directly accountable to Municipal Managers.

DURATION: This is a 5-year fixed term performance-based contract and will not exceed a period of one year after the election of the next council. The successful candidate will be required to sign an employment contract before commencement of duty, a performance agreement and disclosure of financial interest.

Requirements: A Bachelor's Degree in Social Sciences/Public Administration/Law or equivalent. A postgraduate degree would be an added advantage. A minimum of at least 5 years relevant work experience at senior management level in Social Services and or Disaster Management ideally within large/public sector organisations. Extensive and practical sound knowledge of the Local Government legislation and procedures. Computer literacy and a valid driver's licence.

Leading and Core Competencies: Strategic direction and leadership, People Management, Program and Project management, financial management, Change and governance Leadership. Planning and organising, Analysis an innovation, Knowledge and information management, Communication and presentation skills, Results and Quality focus.

Knowledge: Advanced knowledge and understanding of relevant Local government policies and legislation, institutional governance systems, Understanding of IDP, PMS and Budget processes its regulations, Council operations, Delegation of powers, Budget and Financial management. Extensive experience in community facilitation and networking.

Key performance areas: Manage the entire Social Services and Disaster Management Directorate. Provide advice and assistance to the Accounting Officer on all matters relating, but not limited to powers and functions assigned and delegated in terms of the MFMA, Municipal Systems Act as amended, Municipal Structures Act and other relevant legislation. Manage and control various line functions within the Directorate, such as Social Security Reforms, Sustainable Livelihood Programmes, Transversal and Gender Mainstreaming issues, Community Development Programmes and Disaster Management. Provide support to Political Office Bearers. Compile and submit quarterly and annual performance reports. Compile and manage departmental budget in line with Council, MFMA and SCM requirements. Co-ordinate and provide support local municipalities.

Interested persons meeting the above-mentioned requirements are requested to complete **Annexure C** form as stipulated on the Local Government: Regulations that is accessible on the following websites:www.gpwonline.co.za/www.ehlanzeni.gov.za.

WITH THE CORRECT REFERENCE ON THE EMAIL SUBJECT LINE must be scanned and emailed to recruitment@ehlanzeni.gov.za. No hand/post-delivery and late applications will be considered.

Application must disclose:

- Academic qualifications, proven experience and competencies (certified copies of qualifications and to be attached).
- Contactable references,
- Certificates of service from previous employers
- Full details of dismissal for any misconduct

- Any disciplinary procedures instituted at previous employment and any other relevant documentation to support the candidate's application.

N.B: Qualifications and SA citizenship checks will be conducted on all short-listed candidates. Successful candidates will be subjected to competency, psychometric assessments, security clearance and other additional checks. This advertisement is subject to Local Government: Regulations on the appointment and conditions of employment of senior managers dated 17 January 2014. Applications not accompanied by the required documentation will not be considered.

Council reserves the right not to continue with the recruitment process for any valid reason.

Ehlanzeni District Municipality is committed to the achievement and maintenance of diversity and employment equity, especially in terms of race, gender and disability. Applicants from these designated groups are encouraged to apply.

Correspondence will only be entered into with shortlisted candidates. Applicants not contacted within 30 days of the closing date may safely assume that their applications were not successful. The Council nevertheless appreciates the interest shown by applicants.

The closing date for applications is **Tuesday, 01 March 2022 at 16:00**

Technical enquiries be directed to the General Manager Corporate Services. Telephone number: (013) 759 8500/8547/8678.

The Acting Municipal Manager
Ehlanzeni District Municipality
PO Box 3333
MBOMBELA
1200

For further information contact the General Manager Corporate Services on telephone No (013) 7598507/8696

DR NP MAHLALELA
ACTING MUNICIPAL MANAGER

