



## EXTERNAL ADVERTISEMENT MUNICIPAL MANAGER

REF: EDM/MM

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 **MUNICIPAL MANAGER**.

**SALARY:** All-inclusive remuneration package between (Minimum) R1,277,473 (Midpoint) R1,511,803 (Maximum) R1,698,573 as per Government Gazette no 43122 of 20 March 2020

**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.

### MINIMUM REQUIREMENTS:

Bachelor's degree in Public Administration/ Political Science/ Social Sciences/ Law or equivalent. A postgraduate degree would be an added advantage. Compliance with the minimum competency levels as prescribed by the Government Gazette No. 29967 of 15 June 2007 is essential. Candidates who are not in possession of the Municipal Finance Management Act minimum competency certificate will be given an opportunity to obtain such certificate within 18 months if appointed. A minimum of five (5) years' experience at senior management level, preferably in Local Government. Extensive experience in financial management, policy development and management, strategic planning and implementation, programme management, monitoring and evaluation, and reporting on service delivery. Valid driver's license free from endorsements is required.

### KNOWLEDGE:

Advanced knowledge and understanding of relevant Local government policies and legislation, institutional governance systems, Performance management systems, Council operations, Delegation of powers, Audit and Risk management establishment and functionality, Budget and Financial management.

**KEY PERFORMANCE AREAS:** As head of administration and accounting officer will be responsible for carrying out all the duties of the Municipal Manager as contained in section 55 of the Municipal Systems Act 32 of 2000. Implement the municipality's integrated development plan and monitor its progress in terms of implementation. Responsible for the formation and development of an economic, effective, efficient and accountable administration. Manage the municipality's administration in accordance with the Municipal Systems Act (MSA) and other applicable legislation. Manage the provision of services to the local community in a sustainable and equitable manner. Appoint staff other than those referred to in terms of section 56 of the MSA, subject to the Employment Equity Act 55 of 1998. Ensure effective utilization, training and discipline of staff. Provide sound and strategic advice to political structures and political office-bearers of the municipality. Manage communication between the municipality's administration and its political structures. Exercise any powers and duties delegated by the municipal council, or sub-delegated by other delegating authorities of the municipality, to the Municipal Manager. Ensure the implementation of national and provincial legislation applicable to the municipality. Perform any other function that may be assigned by the Municipal Council.

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](http://www.gpwonline.co.za)/[www.ehlanzeni.gov.za](http://www.ehlanzeni.gov.za). **WITH THE CORRECT REFERENCE ON THE EMAIL SUBJECT LINE must be scanned and emailed to [recruitment@ehlanzeni.gov.za](mailto: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.

**APPLICATIONS SHOULD BE ADDRESSED TO:**

The Executive Mayor, Cllr J Sidell  
Ehlanzeni District Municipality,  
P O Box 3333,  
Mbombela  
1200

**CLLR J SIDELL  
EXECUTIVE MAYOR**

