

Ubuhlebezwe Municipality with its seat in Ixopo invites applications from suitably qualified persons for appointment to the following position:

SOCIAL DEVELOPMENT DEPARTMENT

**DIRECTOR: SOCIAL DEVELOPMENT
(5 Year Fixed-term Employment Linked to Performance)**

**ANNUAL TOTAL REMUNERATION PACKAGE IN TERMS OF GOVERNMENT
GAZETTE NO. 38946 OF 01 JULY 2015**

- Total Remuneration Package: Minimum: R 724 816.00 p.a.
- Total Remuneration Package: Maximum: R 931 906.00 p.a.

NB:

1. Shortlisted applicants will be required to have their qualifications verified and undertake a competency assessment in line with Regulation 16 of Government Gazette No. 37245
2. The successful candidate will be based in Ixopo and sign an Employment Contract, Performance Agreement, disclose financial interest and be subject to security vetting.

MINIMUM REQUIREMENTS

- Grade 12 Certificate
- Bachelor's Degree in Development Planning/Development Studies/Public Administration
- A postgraduate degree and a Certificate Programme in Management Development for Municipal Finance (CPMD) will be an added advantage
- A minimum of 5 years' experience at Senior Management level/higher level decision-making in a Local Government /Public Service environment
- The ability to communicate, negotiate and form working relationships with all levels of Government
- Sound understanding of waste management in municipal environment
- Extensive knowledge of public sector management priorities, programmes and processes
- Extensive public sector managerial experience, including public financial management and public human resource management experience.
- Contract management experience
- Knowledge and deep understanding of the Local government mandate and environment
- Computer literacy
- Driver's license

KEY PERFORMANCE AREAS

- Report directly to the Municipal Manager
- Be responsible for the management, operation, maintenance, planning and administration of services
- Develop policies and guidelines for the effective operation of service delivery and programmes for social development within the municipal area, in line with the Integrated Development Plan and the implementation thereof

- Manage the provision of services to the local community in a suitable and equitable manner, which includes refuse removal, estates, parks and gardens
- Act as a line function Manager and provide leadership and vision to the department, ensuring sound human resource management, sound general resource management and excellent financial management
- Ensure the implementation of the Integrated Development Plan and Service Delivery and Budget Implementation and objectives
- Be responsible for the following sections: Community Safety (Fire Fighting and Traffic Control); Library Services; LED and Tourism; Youth and Special Programmes; Refuse, Parks, Municipal Estates and Sports
- Provide professional and managerial guidance to junior staff

Ubuhlebezwe Municipality is an equal opportunity, affirmative action employer.

A signed letter of application indicating the position being applied for, together with a comprehensive Curriculum Vitae and certified copies of certificates and Identity Document, must be forwarded to: The Municipal Manager, P. O. Box 132, and IXOPO 3276 by not later 16h00 on Monday, 17 October 2016. Faxed applications will not be accepted. If you do not hear from Council within 30 days of the closing date, please consider your application as unsuccessful. All enquiries should be directed to the HR Officer, Ms B Nondabula at (039) 834-7700.

Council reserves the right not to make any appointment/appointments into the abovementioned positions.

**GM SINEKE
MUNICIPAL MANAGER**