



# UMzimkhulu Municipality

PROVINCE OF KWAZULU-NATAL  
KZN 435

KZN435/16/17/017/CORP  
RE-ADVERTISEMENT

The uMzimkhulu municipality an equal opportunity employer requires the services of suitable qualified, skills and experienced candidate for the under mentioned challenging position.

## MUNICIPAL MANAGER

FIVE YEAR FIXED TERM CONTRACT

Salary: Total remuneration package R930 409.00 (minimum) / R1 069 436.00 (midpoint) / R1 203 463.00 (maximum) plus 4 % remote allowance

**Minimum requirements:**

- Bachelor's degree in Social Science/Public Administration or equivalent qualification
- Certificate in Municipal Finance Management or Certificate program in Municipal Development
- Postgraduate degree will be an added advantage
- Five (5) years' relevant experience at senior management level in local government
- CPMD in line with minimum regulations on competency level of 2007
- Valid driver's licence and no criminal record
- Must undergo security vetting
- Must undergo competency assessment test
- Must sign an employment contract, performance agreement and disclosure of financial interest
- Five (5) years' relevant experience at senior management level in local government.

**Knowledge, skills and competencies required:**

- Advanced understanding of council operations and delegation of powers
- Good governance and public participation
- Municipal transformation and institutional development
- Advanced knowledge and understanding of relevant policies and legislations
- Advanced understanding of institutional governance systems and performance management
- Municipal financial viability
- Strategic direction and leadership
- People management
- Program and project management
- Financial management
- Change leadership
- Governance and leadership
- Moral competence
- Planning and organising
- Analysis and innovation
- Knowledge and information management
- Communication
- Results and quality focus.

**Key performance areas:**

- Overall management of the Municipality in order to ensure efficient and effective provision of services, promoting economic growth, facilitation social and economic development and long term sustainability of the Municipality
- Ensure provision of effective and efficient services delivery to the community so that the objectives of the Council's integrated Development Plan (IDP) are met
- Development and management of an economically effective, accountable administration which is equipped to implement the Municipality's Integrated Development Plan to operate in accordance with the Municipality's Performance Management System
- Perform all functions, duties and responsibilities as contained in the relevant local government legislations such as, but not limited to the Constitution, Municipal Systems Act, Municipal Structures Act, MFMA, etc.
- Ensure transparency, public accountability, and access to information, administrative justice and responsiveness to complaints
- Oversee the strategic planning of the Municipality that will ensure poverty alleviation and sustainable growth and development
- Implementation of National, Provincial legislations and Municipal By-laws
- Maintain overall responsibility as Accounting Officer for all Income and Expenditure in terms of the MFMA
- Ensure that the planning and reporting of the performance of the Municipality conforms to the requirements of the Municipal Systems Act and Municipal Systems Amendment Act
- Provide an advisory service to the Mayor and Council regarding policy matters
- Facilitate mechanism of public participation and develop assessment methods to assess community satisfaction.

**Enquiries can be directed to:** The Corporate Services Manager/The Mayor of Umzimkhulu Municipality, tel: (039) 259 5019.

Applications for the above post must be submitted on an official application form for senior managers (Section 56 employees) which is obtainable on the Municipality website: [www.umzimkhulumunicipality.gov.za](http://www.umzimkhulumunicipality.gov.za) accompanied by detailed Curriculum Vitae, application letter, certified copies of education qualification must be addressed to: **Corporate Services Manager: Ms N. N. Nduku, UMzimkhulu Municipality, P O Box 53, or hand-delivered to: 169 Main Street, UMzimkhulu, 3297. No faxed or e-mailed applications will be accepted.**

**CLOSING DATE: 03 March 2017.**

**All candidates that have previously applied in this position are requested to re-apply.**

*Canvassing support from Municipal Officials and Councillors is prohibited and any person found guilty thereof will be disqualified with immediate effect.*

*The UMzimkhulu Municipality is committed to achievement and maintenance of employment equity and diversity especially in respect of race, gender and disability. People with disabilities are encouraged to apply and state their disability.*

**MR Z. S. SIKHOSANA - MUNICIPAL MANAGER**