

169 Main Street
Private Bag 53
Umzimkhulu
3297



Email: info@umzimkhulu.gov.za
Tel: (039) 259 5000/5300
Fax: (039) 259 0427

CORPORATE SERVICES

PROVINCE OF KWAZULU-NATAL
KZN 435

POST ADVERTISEMENT

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

DEPARTMENT: MUNICIPAL MANAGER'S OFFICE

Municipal Manager: (Five (5) year Performance Based Fixed Term Contract)

Total remuneration package (Minimum - R988,264.00, Midpoint - R1,110, 409.00 and Maximum- R1,232,554.00 plus 4 % remote / rural allowance as per gazette. Reference No. KZN 435/21/22/011/CORP

MINIMUM REQUIREMENTS

- Matric or Senior Certificate.
- Bachelor's Degree in Public Administration / Business Administration / Political Science /Social Science / Law or equivalent.
- Master's Degree will be an added advantage.
- CPMD (Certificate in the Municipal Finance Programme) in line with minimum regulations on competency level of 2007.
- Registration with relevant professional body will be an added advantage.
- Valid driver's license and clear Criminal record.
- Preparedness to undergo High level Security Vetting.
- Preparedness to undergo Competency assessment test.
- Must sign and employment contract, performance agreement and disclosure of financial interest.

EXPERIENCE

- Minimum 5 years relevant experience in Local Government at a Senior Management level and have proven successful institutional transformation within Public Sector.

MINIMUM KNOWLEDGE REQUIRED

- Advanced understanding of Council Operations and delegation of powers.
- Advanced understanding of Good Governance and Public Participation.
- Advanced understanding of Municipal transformation and Organisational Development.
- Knowledge and understanding of all relevant Policies and Legislations.
- Advanced understanding of institutional governance systems and performance management.
- Municipal Financial Viability.

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- Municipal Financial Viability.

LEADING COMPETENCIES

- Strategic Direction and leadership.
- People Management.
- Program and Project Management.
- Financial Management.
- Change Leadership.
- Governance and Leadership.

KEY PERFORMANCE AREAS:

- Lead the Municipality's administration by ensuring 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 service 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.
- Facilitate and foster sound Stakeholder relationships with all key stakeholders such as the community, the Administration, the Political arm, the Business Community and other Spheres of Government.
- 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.
- Maintain overall responsibility as the Accounting Officer for all income and expenditure of the Municipality, and the discharge of all liability and proper compliance with the MFMA and other relevant legislation develop and maintain relationships at district Municipal and National Government levels, so that there is an understanding in all levels the needs and requirements

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KZN 455

- 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.
- Ensure the implementation of
- Provide sound advisory and strategic support to Mayor, Executive Committee and Political Structured of council.
- Facilitate mechanism of Public Participation and Develop Assessment methods to assess Community satisfaction.

If you are interested and you are in possession of the necessary qualifications and experience, please address your application, with your CV and authenticated copies of qualifications to:

Attention: Senior Manager Corporate Services

UMzimkhulu Municipality

P.O BOX 53

UMzimkhulu

3297

Or hand delivery to 169 main street UMzimkhulu Municipality Old Main Building to the Senior Manager Corporate Services Office.

CLOSING DATE: 03 March 2022

OFFICIAL APPLICATION FORMS: All applications should be on the official application form, which is available at the Human Resources Office of the Umzimkhulu Municipality, Corporate Services Department or contact 039 259 5021/38. Application forms can also be obtained on the Municipal Website: www.umzimkhulum.gov.za.

Enquires can be directed to the Human Resources Department no faxed or emailed application will be accepted. UMzimkhulu Municipality is an equal opportunity employer with strong gender bias, women and disabled candidates are encouraged to apply.

If you are not invited for an interview within 30(thirty) working days from the closing date, you must accept that your application was unsuccessful, and no further correspondence will be entered into.

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Note:

- Applications by fax or email will not be accepted.
- No applications will be accepted without certified copies of qualifications.
- Applications should be in the prescribed Application form for Employment.

CLOSING DATE:

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.

Enquiries can be directed to Senior Manager Corporate Services: Mr K.V. Nyamela at 039 259 5008 or email to Nyamelak@umzimkhulum.gov.za.

Ms J.S. MSIYA

MAYOR