



## PERSONNEL VACANCY

REF NO. 4.1.2.1

The Magareng Local Municipality, with its Head Office in Warrenton located in the Frances Baard District Municipality in the Northern Cape, seeks a competent and visionary leader to Head its Community Service Department. Applications are invited from suitably qualified persons with innovative and strategic thinking ability, strong communication skills and a quality and driven attitude.

### HOD: COMMUNITY SERVICES (RE-ADVERTISEMENT)

A competitive remuneration package commensurate with experience and proven competence is on offer, plus 4% remote allowance, the total remuneration package is excluding a performance based bonus. Negotiable in terms of Government Gazette No. 48789 of 14 June 2023, i.e Upper Limits of Total Remuneration Package Payable to Municipal Managers and Managers Directly Accountable to the Municipal Managers;

#### Annual Total Remuneration Package:

Municipal Categorisation	Total Remuneration Package per annum (Minimum)	Total Remuneration Package per annum (Midpoint)	Total Remuneration Package per annum (Maximum)
2	R884 772	R994 126	R1 087 610

#### Term of Appointment:

- Permanent Appointment. The successful candidate will be required to sign a performance agreement with the Municipality

#### Minimum Qualifications / Requirements:

- Bachelor Science Degree in Social Sciences / Public Administration / Law or equivalent.
- Compliance with all the requirements as contained in the Municipal Regulations on Minimum Competency levels, Gazette 29967 of 15 June 2007, e.g CPMD, MFMP, etc, If a newly appointed person is not in possession of this competency, he/she must complete it within eighteen (18) months from the date of employment in accordance with Government Notice Number 91 of 3 February 2017 as promulgated in Government Gazette No. 40593.
- Registration with the South African Council for Social Services Professionals (SACSSP), or similar recognised relevant professional body will be an added advantage.
- Valid driver's licence.
- No criminal record.

#### Years of experience:

- 5 years of relevant experience at middle management level and have proven successful institutional transformation within public and private sector.

#### Core Competencies:

- As stipulated in Annexure A and B of the Regulations on Appointment and Conditions of Employment of Senior Managers Government Notice 21 in Government Gazette 37245 dated 17 January 2014.

## Key Performance Areas

This post operates at a strategic level to provide strategic support to all the functions within the Magareng Municipality with the main priorities being:-

- Overall Management of the Community Services Department;
- Local Economic Development Management;
- Manage Parks and Receptions which include Libraries;
- Manage Public Safety which includes Municipal Traffic and Securities;
- Housing and Land Use Management
- Cemetery Management and Landfill site.
- Manage Develop Plans and Programmes for the Department within the Municipality in line with IDP objectives.
- Human Resource Management within the Community Services Department
- Liaison and communication
- Maintenance of vehicle and equipment.
- Management of Health and Safety within the Department.
- Compilation of all policies and procedures related to Community Services to ensure the smooth running of the Department;
- Support and advice the Accounting Officer and other Senior Managers in the Execution of their functions on matters related to Community Services;
- Perform any other duties or functions that may be assigned by the Accounting Officer of the Municipality

### Please Note:

No late or faxed and/or electronic applications will be considered.

Only hard-copy applications will be considered.

Candidates are required to complete the prescribed "Annexure C" application form as per Regulations on Appointment and Conditions of Employment of Senior Managers Government Notice 21 in Government Gazette 37245 dated 17 January 2014 which is obtained from the Internet at [www.gpwonline.co.za](http://www.gpwonline.co.za). ( failure to do so will result in the candidate being disqualified.

Shortlisted candidates will be subjected to security vetting/screening, verification of qualifications, criminal record and employment history/reference check and competency assessment and should also disclose financial interests.

Magareng Municipality reserves the right to nullify or cancel an employment contract and recover all costs incurred by the municipality including remuneration, advertisement, travel and subsistence allowance to attend interviews, etc., should it be discovered that the successful candidate submitted false or insufficient information which resulted in the contravention of the provisions of Municipal Council Policies, Municipal Systems Amended Act No. 7 of 2011 or any other relevant legislation; Canvassing and/or lobbying of Councillors for the purpose of being appointed is not allowed and proof thereof will result in the disqualification of an applicant.

If you meet the stated requirements, submit an application form as per "Annexure C", **a detailed CV, certified copies of academic qualifications, Identity document and driver's licence** (certified copies must not be older than 3 months) should be addressed to **The Acting Municipal Manager, P.O. Box 10 Warrenton Northern Cape 8530**

**Technical Enquiries** : Mrs Corney Lentsoe (HOD: Corporate Services) @ 053-4973111 during office hours (08:00 – 16:00).

**Closing Date: 28 February 2024**

If no communication has been received from the municipality within three (3) months after the closing date, please consider your application not successful. The municipality reserves the right to appoint or not appoint any person.

**Notice issued by:-**

**Mr Tumelo Thage**  
**Acting Municipal Manager, Magareng Local Municipality**  
**Magrieta-Prinsloo Street**  
**P.O. Box 10**  
**WARRENTON**  
**NORTHERN CAPE PROVINCE**  
**8530**  
**Tel: 053 497 3111 during office hours (07:30 – 16:00)**