



PERSONNEL VACANCY

Magareng Local Municipality (situated at Warrenton, Frances Baard District in the Northern Cape) serving the towns and rural areas of Warrenton, invites applications from suitably candidates to fill the following vacant position within its establishment:

POST: HOD: COMMUNITY SERVICES

- **Annual Total Remuneration Package:**
 - Salary scale: Minimum: R769 844.00 – Midpoint: R864 994.00 – Maximum: R960 143.00 Negotiable in terms of Government Gazette No. 41173 of 10 October 2017.
 - A Remote Allowance of 4% of the Annual Salary may also be payable.
- **Term of Appointment:**
 - The post is a fixed five (5) years contract. The successful candidate will be required to sign a performance contract 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, i.e. Certificate in Municipal Financial Management, e.g. (CPMD, MFMP, etc). If a newly appointed person is not in possession of this Competency, he/she must complete it within (18) months from the date of appointment, in accordance with Government Notice, No.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 Recreations 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.

Knowledge

- Good knowledge and understanding of relevant policy and legislations
- Good knowledge and understanding of institutional governance system and performance management.

Please Note:

- 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. (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 disclose financial interests.
- Suitably qualified applicants must 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 Municipal Manager P.O. Box 10 Warrenton Northern Cape 8530**
- The municipality reserves the right to appoint or not appoint any person.
- **Closing Date: 30 November 2018**

Enquiries: Municipal Manager (Mrs Ellen Malephoi Moncho) Tel: 053 497 3111 during office hours (07:30 – 16:00)