



# MAKHADO LOCAL MUNICIPALITY

Makhado Municipality is an equal opportunity employer upholding the Employment Equity Act, and hereby invites applications from suitably qualified persons to fill the under-mentioned vacancies:

**DEPARTMENT: TECHNICAL SERVICES**

**DIRECTOR: TECHNICAL SERVICES**

**Remuneration: An All-inclusive negotiable remuneration package. This is a fixed-term employment contract for five (5) years and the incumbent shall be expected to sign a performance agreement.**

## REQUIREMENTS

• B degree / National Diploma in Civil Engineering (NQF level 6) • Registration with a professional body ECSA and a Certificate Program in Municipal Development (CPMD) or Municipal Finance Management Program (MFMP) (minimum competencies) will be an added advantage • A valid Code B driver's license. Minimum of 5 years relevant experience, preferably in Local Government at strategic Senior Management level • Proficiency in Civil Engineering Codes and Standards pertaining to Municipal Infrastructure Projects. • Knowledge in electrical and civil services will be an added advantage. • Computer literacy in MS Word, Excel, Project and PowerPoint.

## KNOWLEDGE

• High level knowledge of project management, knowledge of infrastructure and civil engineering, decision-making capabilities, personnel motivation and leadership • Local government legislative framework: MFMA, Municipal Structures and Systems Acts, etc. • Legal and policy frameworks in the Technical fields • Financial and performance management reporting. • Development of partnerships and management of stakeholder relations.

## KEY RESPONSIBILITIES.

• Develop, Implement, Monitor and control capital projects and contract administration. • Accountable for planning, maintenance and control of efficiency in operating Municipal Electricity Services • Ensure the implementation of IDP strategic objectives of the department and the municipality • Ensure legal compliance in terms of Occupational Health and Safety Act and other relevant legislations • Project-manage Labor Intensive Projects in line with the Extended Public Works Programme (EPWP) framework and reporting requirements. • Manage related Municipal Infrastructure Grant (MIG) Programs • Accountable for the development and maintenance of the municipal roads and Infrastructure.

**OFFICE OF THE MUNICIPAL MANAGER:**

**MANAGER PMS**

**Salary: R 404 281.28 per annum excluding benefits**

## REQUIREMENTS:

• Bachelors Degree in Development Studies/Public Administration or equivalent tertiary qualification. • 3 years experience with extensive knowledge in Strategic Planning and Performance Management Systems. • An Honours Degree in Development Studies will be an added advantage.


## RESPONSIBILITIES:

• Management of Performance Management Division. • Provide advises to the Accounting Officer with regard to legislations governing performance management system and ensure compliance to PMS legislative framework and legislations. • Development of Service Delivery and Budget Implementation Plan and align it to Budget, IDP and Organizational Structure. • Compilation of quarterly organizational performance reports and submits to relevant authorities. • Development of Performance Scorecards, Annual Performance Report and Municipality Annual Report. • Development of Performance Management System Framework and Policy. • Cascading of Performance Management to all employees. • Development of Performance Agreements for section 57 managers. • Facilitate Strategic Planning Session and compile reports. • Development of Strategic Objectives and Key Performance Indicators.

## KEY COMPETENCIES:

• Interpersonal skills. • strategic and independent thinking. • Ability to handle stress. • Attention to deadlines and details. • Analytical skills. • Presentation skills.

**SUCCESSFUL CANDIDATE(S) WILL GO THROUGH A SECURITY CLEARANCE CHECK AND BE EXPECTED TO RELOCATE TO MAKHADO TOWN WITHIN A YEAR**

Makhado Municipality adheres to the principle of employment equity and encourages women and people with disabilities to apply. 

All applications must be on the Council prescribed employment application form, accompanied by a CV and certified copies of qualifications and Identity document. Employment Applications can be collected at Makhado Civic Centre (Regisrty) or downloaded on our municipal website: [www.makhado.gov.za](http://www.makhado.gov.za).

**Forward your applications to the Municipal Manager, Private Bag x 2596, MAKHADO, 0920 OR hand deliver your applications to 83 Krogh Street, Civic Centre, Makhado. For enquiries contact MAKHADO M.M at 015 5193225.**

**NO FAX OR E-MAIL APPLICATION WILL BE CONSIDERED.** If you have not been contacted by Makhado Municipality within 90 days after the closing dates of advertisement, please accept that your application was unsuccessful.

**CLOSING DATE: 26 July 2013**

**NOTICE NO: 109/2013**

**Civic Centre • 83 Krogh Street • Makhado**

**MUNICIPAL MANAGER - MR. I P MUTSHINYALI**