

Cape Agulhas Municipality, situated in Bredasdorp in the Overberg Region, Western Cape, is an equal opportunity employer. Applications are hereby required from suitably qualified individuals, with enthusiasm, for the following career opportunity in our dynamic organisation:

DIRECTOR MANAGEMENT SERVICES

Remuneration: All-inclusive annual remuneration as per Government Gazette 41173: Local Government: Upper Limits of total remunerations packages payable to Municipal Managers and Managers directly accountable to Municipal Managers. An annual total package from minimum, midpoint to maximum: R 769 844 – R 864 994 – R 960 143.

(10 year fixed term contract)

Minimum requirements: A Bachelors Degree in Social Sciences/Public Administration/Law or equivalent • A valid Code B driver's license • SA Citizenship • A minimum of 5 years' experience at senior management level in the following focus areas; Human Settlements, Library Services, Protection Services, Resorts, Parks and Recreation • Compliance with the MFMA: Minimum Competency Levels in unit standards as per Government Notice No 29967 of June 2007 and Government Notice No 21, Gazette 37245 of 17 January 2014 • A person who does not meet the minimum competency levels in unit standards will be given an opportunity to attain the minimum competency levels within 18 months of date of appointment • Registration with a relevant, recognised professional body will be an added advantage.

Competencies: The following competencies, as described in Government Notice No 21, Government Gazette No 37245 of 2014, are essential: Leadership: Strategic direction and Leadership • People Management • Programme and Project Management • Financial Management • Change Leadership • Governance Leadership • Core Competencies: Moral Competence • Planning and Organising • Analysis and Innovation • Knowledge and Information Management • Communication • Results and quality focus.

Responsibilities: Report directly to the Municipal Manager • Manage the Management Services department • Support and advise the Municipal Manager and Council • Responsible for the following functions: Human Settlements - Traffic and licensing, Disaster Management, Fire and emergency services • Provide strategic management and leadership for the department • Manage and improve departmental administrative functions • Develop and implement council policies and strategies • Compile and manage departmental budget • Ensure legislative compliance of relevance to the department • Manage and maintain recreational facilities, cemeteries, libraries and parks • Manage and maintain municipal resorts and buildings • Manage all related grants allocated to the municipality • Ensure community participation on matters of governance • Provide strategic leadership in the department.

Cape Agulhas Municipality application forms are a prerequisite for consideration of an application, irrespective of an accompanying CV. Interested persons meeting the above-mentioned requirements are requested to complete the application form that is accessible on the following website: www.capeagulhas.gov.za and submit together with a detailed CV and certified copies of qualifications for the attention of the Municipal Manager, PO Box 51, Bredasdorp, 7280 or hand delivered at Cape Agulhas Municipality, 1 Dirkie Uys Street, Bredasdorp. Faxed or e-mailed applications shall not be considered.

Fraudulent qualifications or documents will immediately disqualify any application. A candidate who canvasses any councilor and /or senior official for preference will be disqualified immediately.

Short-listed applicants will be screened for criminal records and /or any pending criminal cases and their qualifications will be verified.

Administrative enquiries may be directed to the Divisional Head: HR & OD, Ms Nombasa Mhlathi-Musewe at (028) 425-5500 during office hours.

Closing date: 31 July 2018

Applicants who do not receive feedback within 60 days of the closing date must accept that their applications were unsuccessful. The municipality reserves the right not to make an appointment.

DGI O'Neill

Municipal Manager