

Ubuntu Municipality



DIRECTOR: CORPORATE AND COMMUNITY SERVICES

(5 YEAR FIXED TERM CONTRACT)

Total Remuneration Package:

Minimum: R 726 954 p.a. Midpoint: R 816 803 p.a. Maximum: R 906 651 p.a

NB:

1. Applications must be submitted on **ANNEXURE C APPLICATION FORM FOR SENIOR MANAGERS** obtained from www.ubuntu.gov.za
2. Shortlisted applicants will be required to have their qualifications verified and undertake a competency assessment in line with Regulation 16 of Government Gazette No: 37245
3. The successful candidate will be based in the Ubuntu Municipality and sign an employment contract, Performance Agreement, disclose financial interest and be subject to security vetting.

REQUIREMENTS:

Amongst the requirements of being an innovative, self-driven and articulate individual with competency to create a sustainable legacy of institutional administration and governance excellence in the Ubuntu Municipality, the following are also expected from a successful candidate:

- A minimum qualification of a recognized B Degree in Public Management or an equivalent qualification of at least NQF Level 6;
- A Certificate in Municipal Financial Management(SAQA Qualification ID No.48965)
- A minimum of 5 years of experience at middle management level preferably Local Government;
- Applicants must possess core managerial and occupational competencies contained in Regulation 26 of the Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers, 2006;
- Applications must meet the minimum competency levels as per National Treasury Regulation R493 in the Government Gazette No.29967 dated 15 June 2007;
- Personal attributes of integrity, honesty, maturity, courtesy, transparency and commitment to ensure progressive democratic and accountable governance that delivers sustainable and efficient services;
- Transformational and developmentally driven managerial experience based on through knowledge of complex local government statutory framework and functional challenges to ensure good corporate governance that will maximize a climate conducive to promotion of improved socio economic development;
- Good knowledge and understanding of:
 - Relevant policy and legislation;
 - Institutional governance systems and performance management;
 - Corporate service support services, including human capital management, legal services, facilities management, records management, information communication technology and Council support;
 - Supply chain management regulations and the Preferential Procurement Policy Framework Act No.5 of 2000;
 - Good governance
 - Labour Relations Act and other labour-related prescripts, Bargaining Council processes and applicable collective agreements;
 - Co-ordination and oversight of all specialized support functions.

- Proven track record of outcome oriented leadership style;
- Proven ability to negotiate and communicate at all spheres and levels of Government and
- A labour legislation background will be an added advantage.

KEY PERFORMANCE AREAS:

- Responsiveness to the governance and administration needs of the institution;
- Lead and direct the functions related to corporate support services in accordance with applicable legislation, regulations, directives and collective agreements;
- Manage the Department's budget planning, implementation and budget review to support priorities and deliveries in the context of the IDP;
- Provide visionary and innovative leadership to a diverse workforce to ensure optimal utilization of the Council's resources in terms of implementing its strategic objectives articulated in the IDP and fulfilment of its legislative mandate
- Provide advice and support to Council and the Municipal Manager;
- Implement the service delivery budget implementation plan and Council resolutions and
- Ensure that the Municipality is provided with effective support administration is aligned with political priorities and programmes of Council.

ENQUIRIES:

Enquiries must be directed to Ms Nonceba Mkontwana on 053 621 0026 and/or mmkontwana@ubuntu.gov.za or nmkontwana@gmail.com

Interested and appropriately qualified people should address their applications together with a comprehensive curriculum vitae, certified copies of qualifications and names of at least 3 contactable references to: The Municipal Manager, Ubuntu Municipality, Private Bag X329, Victoria West, 7070

Alternatively, applications can be hand delivered to the Office of the Municipal Manager at 78 Church Street, Victoria West or emailed (with all attachments including scanned certified copies) to: recruitment@ubuntu.gov.za

NB: Faxed, incomplete and late applications will not be considered. Canvassing with Councilors and whoever is not permitted and proof thereof will result in disqualification.

CLOSING DATE: 11 May 2017

The Municipality reserves the right not to make an appointment. Women and people with disabilities are encouraged to apply.

T MAKHOBA
MUNICIPAL MANAGER

Ubuntu Municipality



DIRECTOR: INFRASTRUCTURE AND PLANNING

(5 YEAR FIXED TERM CONTRACT)

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4. Applications must be submitted on **ANNEXURE C APPLICATION FORM FOR SENIOR MANAGERS** obtained from www.ubuntu.gov.za
5. Shortlisted applicants will be required to have their qualifications verified and undertake a competency assessment in line with Regulation 16 of Government Gazette No: 37245
6. The successful candidate will be based in the Ubuntu Municipality and sign an employment contract, Performance Agreement, disclose financial interest and be subject to security vetting.

REQUIREMENTS:

Amongst the requirements of being an innovative, self-driven and articulate individual with competency to create a sustainable legacy of institutional administration and governance excellence in the Ubuntu Municipality, the following are also expected from a successful candidate:

- A minimum qualification of a recognized B. Degree in Engineering or an equivalent qualification of at least NQF level 6;
- A minimum qualification in Town and Regional Planning or Development Studies or an equivalent qualification of at least NQF Level 6;
- A minimum of five (5) years of experience at middle management level preferably in Local Government; Applicants must possess core managerial and occupational competencies contained in Regulation 26 of the Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers, 2006;
- Applications must meet the minimum competency levels as per National Treasury Regulation R493 in the Government Gazette No.29967 dated 15 June 2007;
- Personal attributes of integrity, honesty, maturity, courtesy, transparency and commitment to ensure progressive democratic and accountable governance that delivers sustainable and efficient services;
- Transformational and developmentally driven managerial experience based on through knowledge of complex local government statutory framework and functional challenges to ensure good corporate governance that will maximize a climate conducive to promotion of improved socio economic development;
- Good knowledge and understanding of:
 - Relevant policy and legislation;
 - Municipal infrastructure planning, construction and maintenance systems and performance management;
 - Service delivery imperatives, development and town planning services;
 - Legislative, regulatory, standards, policy, practices and operating standards compliance imperatives;
 - Supply chain management regulations and relevant legislation;
 - Occupational Health and Safety Act, applicable regulations and other related prescripts ;
 - Municipal Infrastructure Grant implementation and compliance processes;
- Proven track record of outcome oriented leadership style;

- Five (5) years' experience at middle management or as programme/ project manager and 3-4 years must be at professional/ management level engineering management experience;
- Certificate of competency as required in terms of the General Machinery Regulations, 1998 or registration with a recognized relevant engineering professional body will serve as an added advantage
- Valid driver's license
- Proven ability to negotiate and communicate at all spheres and levels of government and
- A municipal infrastructure and town planning background will be an added advantage.

KEY PERFORMANCE AREAS:

- Responsive to the service delivery and spatial planning needs of the institution;
- Lead and direct the functions related to basic service delivery, spatial planning and land use management in accordance with applicable legislation, regulations, directives, contracts and agreements;
- Must be able to formulate engineering master planning, project management and implementation;
- Manage and facilitate development and reviews of policies and by-laws;
- Manage the functionality of service delivery and spatial planning structures and systems;
- Manage operations, maintenance, planning and administration of municipal infrastructure capital projects;
- Manage the Department's budget planning, implementation and budget review to support priorities and deliveries in the IDP
- Provide visionary and innovative leadership to a diverse workforce to ensure optimal utilization of the Council resources in terms of implementing its strategic objectives articulated in the IDP and fulfilment of its legislative mandate.
- Provide advice and support to Council and the Municipal Manager;
- Implement the service delivery budget implementation plan and Council resolutions and
- Ensure that the Municipality is provided with effective and efficient infrastructure and planning services aligned with political priorities and programmes of Council.

ENQUIRIES:

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