

ERRATUM

RUSTENBURG LOCAL MUNICIPALITY



EXTERNAL ADVERTISEMENT

“A World Class City where all communities enjoy the high quality of life”.

The Rustenburg Local Municipality seeks to fill the following vacancy within the Directorate Rustenburg Rapid Transport. **Disabled applicants, who meet the stated requirements of the position, are encouraged to apply.**

1. OFFICE OF THE MUNICIPAL MANAGER

1.1 MUNICIPAL MANAGER (REF: 0MM 1.1)

Total remuneration package will be in terms of Government Gazette No. 42023, dated 8 November 2018 (i.e. Minimum R1 646 643; Midpoint R1 995 931; And Maximum R2 345 220 / per annum) on a 5 years fixed term performance-based contract.

Workstation: Rustenburg Local Municipality (Mpheni House Building)

Requirements:

- B Degree in public administration /political sciences /social sciences / Law **or equivalent.**
- A postgraduate qualification in fields related to public administration will be an added advantage.
- A Certificate in Municipal Finance Management or Certificate Program in Municipal Development (CPMD) or attaining within eighteen (18) months from date of appointment the unit standards required for designated officials in terms of the 2007 Municipal Regulations on Competency Levels.
- **5-10 years applicable experience at senior management level.**

- Have proven successful institutional transformation within public or private sector
- The need to undergo security vetting.
- Valid driver's licence and NO criminal record.

Knowledge:

- Advanced knowledge and understanding of relevant policy legislation
- Advanced understanding of institutional governance systems and performance management
- Advanced understanding of Council operations and delegated powers
- Good governance
- Audit and risk management establishment and functionality and
- Budget and finance management
- Ability to be an innovative and strategic leader.
- Good facilitation and communication skills in at least two of the three official languages.

Key Performance Areas:

- The overall management of the Municipality in order to ensure efficient and effective provision of services, promoting economic growth, facilitation social and economic development, and long-term sustainability of the Municipality.
- The development and management of an economically effective, accountable administration which is equipped to implement the municipality's integrated development plan, to operate in accordance with the municipality's performance management system and to understand the needs of the local community.
- Perform all functions, duties and responsibilities as contained in the relevant local government legislations such as, but not limited to, The Constitution, MFMA Municipal Structures Act, Municipal Systems Act, Promotion of Administrative Act etc. Ensuring the streamlining of staff towards core basic service delivery.

1.2 MANAGER: OFFICE OF THE MUNICIPAL MANAGER (REF: OMM 1.2)

TERM OF APPOINTMENT: PERMANENT

Total remuneration package will be in terms of Government Gazette No. 43122, dated 20 March 2020 (i.e. **Minimum R1 354 200; Midpoint R1 596 747; and Maximum R1 876 176 / per annum**) (an all-inclusive remuneration package) (Appointed candidate to re-structure their salaries)

Workstation: Rustenburg Local Municipality (Mpheni House Building)

Requirements:

- B-Degree in Public Management and Administration or equivalent.

- Certificate in Municipal Finance Management or Certificate Program in Municipal Development (CPMD) in line with Minimum regulations on competency level of 2007.
- 5-10 years applicable experience at middle management level in Local Government.
- Computer literacy and a valid driver's license.

Knowledge & Skills:

Planning and organising skills financial management skills, people management skills, interpersonal skills, communication skills, report writing skills, computer literacy, problem solving skills, presentation skills, analytical skills project management skills, knowledge of planning procedures and regulations, a broad understanding of environment management and a comprehensive understanding of Municipal processes as well as strategy planning and monitoring: Demonstrate good verbal communication and writing skills.

Duties:

- Lead and manage the staff in the Office of the Municipal Manager
- Motivate and empower staff to deliver on Municipal Strategies and goals. Understand the financial and non financial implications of plans and Municipal Strategies and goals, including national and provincial policy statements and changes. Communicate the Municipality's mission and vision to various stakeholders.
- Coordinate all the Directorates in day-to-day operations of the Municipality.
- Ensure support from Office of the Municipal Manager in terms of service delivery targets.
- Ensure efficient and effective operation of the Office of the Municipal Manager
- Ensure compliance with all statutory requirements including Council Resolutions.

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- Appointments will be made according to the Council's Employment Equity Plan, which ensures representation of designated groups in the Municipality, including those with disabilities.
 - It would be expected of candidates to be subjected to thorough evaluations and that previous and current employers and references will be contacted. Verification will be done on his/her qualifications, criminal and credit records. The candidate will be required to disclose all financial interests.
 - Only hard copies will be accepted. No faxed applications will be accepted.
 - Appointment is subject to the signing of an employment contract and performance agreement in terms of Section 57 of the Municipal Systems Act. The appointment will be done in accordance with the Regulations on Appointment and Conditions of Employment of Senior Managers.

- All applications must be submitted with a detailed CV, Certified copies of qualifications, ID document and driver's licence, the names of three references from current and previous employers and a fully completed official application form, as available from the municipal website or the Human Resources Department, to be couriered to Directorate: Corporate Support Services, Unit: Human Resources, c/o Nelson Mandela & Beyers Naude Drive, Rustenburg 0299, P O Box 16, Rustenburg 0300. Applications can also be dropped off at Reception (Ground Floor) Municipal Main Building. Please mark envelope "VACANCY". Administrative enquiries may be directed to tel. 014-590 3200/3016.
- Kindly note that applicants must complete the official senior managers employment application form.

CLOSING DATE: 08 December 2022

Notice number: 67/ 2022

FOR OFFICE USE:

JP Muboko
2022/12/02

Directorates

Corporate Support Services
Road & Transport
Technical and Infrastructure Services
Planning & Human Settlement
Local Economic Development
Office of the Speaker
Office of the Municipal Manager

Reference no.: 4/4/2/2

Vote number : IE00757/F2496//X051/RO332/001/030

PLACING

Sunday World – 13 November 2022

Rustenburg Herald – 16 November 2022