



TSWAING LOCAL MUNICIPALITY



TSWAING LOCAL MUNICIPALITY is committed to the achievement and maintenance of Employment Equity Plan especially in respect of race, gender and people with disabilities.

TSWAING LOCAL MUNICIPALITY is inviting applications from suitably qualified persons for the following positions:

**DIRECTOR COMMUNITY SERVICES
(5 years performance based fixed contract position)
To be stationed in Delareyville**

The remuneration package will be in accordance with Government Gazette No 41173 dated 10 October 2017 Minimum: R769 844; Midpoint: R864 994; Maximum : R 960 143 per annum

REQUIREMENTS:

- Grade 12
- Degree in Social Services/ Public Administration / Law or equivalent;
- 5 Years relevant experience at middle management level ;
- 3-4 years must be at professional/management level in the said field;
- Certificate Program in Municipal Development (CPMD) in line with minimum competency levels as prescribed by National Treasury Government Gazette No 29967 dated 15 July 2007 will be added advantage as the candidate will be given opportunity to obtain such certificate within 18 months after an appointment if not in possession of such certificate in terms of the exemption Note of 03 February 2017;
- Drivers License;
- No criminal record;
- The need to undergo security vetting;
- The need to sign the employment contract, performance contract and the disclosure of financial interest;
- The need to undergo competency assessment;
- Registration with South Africa Council for Social Services professional (SACSSP) will be an added advantage.

KNOWLEDGE

- Good knowledge and understanding of relevant policy and legislation;
- Good knowledge and understanding of institutional governance systems and performance management;
- Must have extensive knowledge of the public office environment;

- Must be able to formulate relevant master planning, project management and implementation;
- The ability to contribute to service delivery systems of a complex nature and to manage the achievement of municipal strategies and goals;
- To formulate and influence short, medium and long term service delivery plans to deliver on municipal strategies and goals;
- To provide supportive leadership to the accounting officer and senior management team;
- To develop and maintain strategies alliances with various stakeholders;
- To support and implement good governance in the area of responsibility;
- To support and contribute to the formulation of policy and By-laws by the municipality Council;
- To implement, manage and oversee the implementation of legislation and policy within the area of responsibility;
- To support the audit process in order to obtain the optimum of assurance from Auditor General.

KPA'S

- Execute the strategic planning of the department ;
- Allocate resources to divisions and ensure that community services, safety and recreation programme are in line with the IDP strategies;
- Contribute to strategic planning and budget alignment and reporting to executive and management team;
- Develop and implement a community services strategy;
- Oversee the development of environmental health, fire services and disaster management;
- Co-ordinate the development of waste management, traffic and law enforcement services and community liaison, sport, arts and culture and programs;
- Compilation of all relevant community services policies and procedures to ensure compliance with legislations and regulations;
- Monitor and improve the performance of the department in achieving the strategic programmes as aligned with the organisational strategies and objectives;
- Communicates and co-ordinates regularly with other directors within the municipality, district, local government and other provinces and external agencies and individuals to maximise the effectiveness and efficiency of departmental operations and activities.

NB: All applications for the Senior manager's vacancy must be on the official application form that is obtainable from the www.tswaing.gov.za, together with their detailed Curriculum vitae, certified copies of qualifications, certificate of service from the previous employers and any other relevant documentation to support the candidate's application. All candidates must disclose financial interest in ownership/directorship of companies.

Shortlisted candidate will be subjected to suitable checks (security vetting) including qualifications, employment records, criminal records, company ownership/directorship, reference checks and must undergo a competency assessment. Application not accompanied by the required documentation will not be considered.

Council reserves the right not to continue with the recruitment process for any valid reason. Females and people with disabilities are encouraged to apply. Faxed or emailed applications will not be accepted. Correspondence will only be entered into with shortlisted candidates. Applicants not contacted within 30 days of the closing date may safely assume that their applications were not successful. The council nevertheless appreciate the interest shown by applicants.

Enquiries must be directed to the Director Corporate Services, Ms. V. Ndongeni. Telephone number 053 948 9400. Applications should be addressed to:

**The Municipal Manager
Tswaing Local Municipality
P.O. Box 24
Dellareyville
2770**

OR

Hand delivered to:

Corner Government and General De La Rey Streets

Delareyville

2770

Closing date: 31st May 2018 at 12h00