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UMZIMVUBU
LOCAL MUNICIPALITY

Dabula Street, Sophia, KwaBhaca

P/ Bag 9020, KwaBhaca, 5090

Tel: +27 (0)39 255 8500

Fax: +27 (0) 39 255 0167

VACANT POSITION
NOTICE NO: 08/2024/2025

Umzimvubu Local Municipality with its mission to properly plan and deliver quality and sustainable services to improve the socio –economic status within the broader Umzimvubu community hereby invites applications from committed, self –driven individuals who want to accelerate their careers in the field mentioned herein through rendering services of high quality and exceptional intelligence in order for it to maintain its vision of being the best run municipality in South Africa.

DIRECTORATE: CITIZEN & COMMUNITY SERVICES

SENIOR MANAGER: CITIZEN & COMMUNITY SERVICES (PERMANENT BASED ON GOVERNMENT NOTICE NUMBER 47370 OF 18 OCTOBER 2022 AND NOTICE NUMBER 46740 OF 17 AUGUST 2022)

REMUNERATION PACKAGE: All-inclusive remuneration package of a Grade 2 municipality negotiable between R913 969 – R 1 026 932 - R1 123 501 p.a. (as per GG No. 50737 30 May 2024) and will be structured in accordance with individual needs. This is a permanent appointment.

KEY REQUIREMENTS: Grade 12 • Bachelor Degree in Social Science/ Public Administration/ Management or equivalent • Five (05) years' experience in Local Government environment particularly in a senior management level • Have proven successful institutional transformation within public/ private sector • Valid Code B driving Licence • Knowledge and understanding of council operations and delegation of powers • Knowledge and understanding of Health Service Management, cemetery management • Public Safety, Parks, Recreation and Amenities Management • Overall municipal financial Management. • Knowledge of overall traffic management and legislation • CPMD Certificate will be an added advantage

KEY COMPETENCIES: The following competencies as described in the Local Government Regulations on appointment and conditions of employment of Senior Managers dated 17 January 2014 are essential:

- **CRITICAL LEADING COMPETENCIES:** Strategic Direction and Leadership • People Management • Financial Management • Program and Project Management • Change Leadership • Governance Leadership.
- **CORE COMPETENCIES:** Moral Competence • Planning and Organising • Analysis and Innovation • Knowledge and Information Management • Communication • Results and Quality Focus.

KEY PERFORMANCE AREAS: • Identifies the Citizen and Community Services strategy with respect to service delivery and defines, implements and monitors the long term, mid- term and short –term plans of the Department • Directs and controls the Key Performance Indicator's and outcomes of personnel within the Department • Plan the work sequences, programmes



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and outcomes associated with the maintenance of Community Citizen and Community Services • Strategies and manages the implementation of Batho Pele Service Charter for Citizen and Community Services • Ensures championing of Risk Management in the Department.

The successful incumbent will be required to work within Umzimvubu area of jurisdiction and any other area that may be required from time to time, is required to enter into an annual performance agreement and disclose financial interests. All applications should be done through completion of municipal application form for senior managerial posts, with the curriculum vitae and valid certified copies of educational qualifications and identity document. The application form can be obtained in the municipal website being www.umzimvubu.gov.za and municipal offices.

All these requirements should be delivered to: The Corporate Services Department, Umzimvubu Local Municipality at Dabula Street, Sophia, KwaBhaca, 5090 or 67 Church street, EmaXesibeni, 4735 or emailed to recruitment@umzimvubu.gov.za. All applicants should note that, the selected candidates will be subjected to compulsory pre-employment screening in the form of qualifications, reference, criminal records and competency assessment.

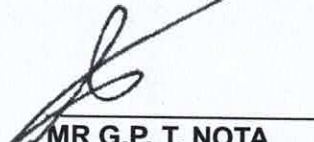


Women and people with disability are encouraged to apply.

ADMINISTRATIVE ENQUIRIES: Mrs N. Kubone, Senior Manager: Corporate Services at 039 255 8564

Closing date: 28 March 2025 at 15h00.

Canvassing support from Municipal Officials and Councillors is prohibited and any person found guilty thereof, will be disqualified with immediate effect. The Umzimvubu Local Municipality is committed to achievement and maintenance of employment equity and diversity especially in respect of race, gender and disability. The Municipality reserves the right to approve or decline the appointment.


MR G.P. T. NOTA
MUNICIPAL MANAGER

04/03/2025
DATE

