



**MTUBATUBA LOCAL MUNICIPALITY
UMASIPALA WASE-MTUBATUBA
MTUBATUBA MUNISIPALITEIT**

Mtubatuba Municipality invites qualified, suitable, experienced, innovative, committed individuals to apply for the following position:

**MANAGER: STRATEGIC PLANNING
(PERMANENT APPOINTMENT)
TASK GRADE 15 OF CATEGORY 1 MUNICIPALITY
TOTAL COST TO THE EMPLOYER: R550 662, 36 p.a (including basic salary, benefits & Car Allowance)**

Key Requirements:-

- A minimum qualification of an appropriate B-Degree or equivalent in Town Planning or related field. A post-graduate qualification will be an added advantage;
- Extensive senior management experience of 3 years or more;
- Extensive and practical knowledge of the Local Government PMS and IDP;
- The proven ability to communicate and negotiate at all spheres and levels of government;
- The proven ability to provide strategic and innovative leadership;
- Sound knowledge of legislations applicable to Local Government;
- Must have obtained or be pursuing a National Treasury competency level qualification (MFMP/CPMD).

Personal Attributes:-

- A strategic thinker with passion and enthusiasm;
- A high level of political understanding and the ability to deal with varied stakeholders;
- Unquestionable integrity and honesty;
- A high level of understanding of developmental needs of Mtubatuba community;
- High level of emotional intelligence;
- A people's person who can lead a team of professionals but also be good team player;
- Ability to work under pressure.

The successful candidate will report to the Municipal Manager and be responsible and accountable for:

Strategy which includes:-

- Managing the development, implementation and review of the Municipality's vision and long-term strategy;
- Managing the development, implementation and review of the Municipality's IDP;
- Ensuring that all institutional strategies are aligned to the IDP and long-term strategy;
- Managing the development, implementation and review of Corporate strategies;
- Managing the development, implementation and review of policies;
- Developing and managing the implementation of institutional customer care initiatives to ensure that the Municipality is responsive and effective in its delivery of services.

Operations which include:

- Managing the development and implementation of institutional and directorate operational plans (SDBIPs);
- Managing the development and implementation of PMS;
- Manage and coordinate the day-to-day operations and activities of the Municipality.

Communication, Reporting and external relations which includes:

- Monitoring, evaluating and reporting to internal municipal structures, other spheres of government and the public on the implementation of the IDP, other strategies and budget;
- Developing and implementing an Integrated Communications Strategy for both internal and external stakeholders;
- Developing, managing and implementing institutional branding and identity.

Legal compliance and risk assurance which includes:

- Ensuring that the Municipality complies with all applicable legal and regulatory requirements;
- Identify potential and/or existing control weaknesses and assess the adequacy of the control governance process in the institution and recommend remedial actions.

Enquiries can be directed to the **Human Resources Section on 035-550 0069** during office working hours.

Applications together with a comprehensive CV and certified copies of relevant qualifications should be addressed and submitted to: The Municipal Manager, Mtubatuba Municipality, P. O. Box 52, Mtubatuba, 3935 on/or before 14 February 2015

**Mr. M.E. Sithole
The Acting Municipal Manager**

Mtubatuba Municipality subscribes to an affirmative action programme that is non-racist, non-sexist, non-discriminatory and based on merit. The Council reserves the right not to make an appointment. Successful candidates will be subjected to security checks.

Should you not be contacted within a period of thirty (30) days from the closing date, your application should be deemed to have been unsuccessful.

CLOSING DATE: 14 February 2015