



**MTUBATUBA LOCAL MUNICIPALITY  
UMKHANDLU WASE-MTUBATUBA  
MTUBATUBA MUNICIPALITEIT**

Mtubatuba Municipality, the hub of Umkhanyakude District, situated adjacent to the Great St-Lucia Wetlands Park and World Heritage Site, invites suitably qualified, committed and highly motivated men and women to apply for the following strategic position:

**RE-ADVERTISEMENT  
MUNICIPAL MANAGER  
CATERGORY 1**

<b>Occupational Category</b>	• Top Management
<b>ANNUAL TOTAL REMUNERATION PACKAGE</b>	• Negotiable in terms of Government Gazette No.38946 of 17 May 2016. • Minimum Package R852, 706 - Midpoint R947, 451 – Maximum R1, 042, 196
<b>ADVERTISED</b>	• Sunday Times & Ilanga Newspaper
<b>TERM OF APPOINTMENT</b>	• Fixed term contract (5 years)
<b>YEARS' OF EXPERIENCE</b>	• 5 years relevant experience at a Senior Management level; and • Must have proven successful institutional transformation within the public or private sector.
<b>HIGHER EDUCATION QUALIFICATION</b>	• Bachelor's Degree in Public Administration/Political Science/ Social Science/ Law; or equivalent; • LGSETA recognized MFMP or CPMD certificate.
<b>KEY PERFORMANCE AREAS</b>	• Municipal Transformation and Organizational Development; • Basic Services and Infrastructure; • Local Economic Development; • Financial Viability and Financial Management; and • Governance and Public Participation.
<b>FOCUS AREAS</b>	• Provide strategic and ethical leadership and management to achieve the vision of the municipality; • Develop personnel and maintain staff discipline; promote sound labour relations; • Co-ordinate and manage Intergovernmental Relations (IGR) to ensure sound co-operative governance; and • Represent the municipality at provincial and national fora. • Knowledge of local legislation.

**CHIEF FINANCIAL OFFICER  
CATERGORY 1  
MUNICIPALITY**

<b>Occupational Category</b>	• Senior Management
<b>ANNUAL TOTAL REMUNERATION PACKAGE</b>	• Negotiable in terms of Government Gazette No.39991 effective from 01 July 2016. • Minimum Package R700, 116 - Midpoint R777, 908 – Maximum R855, 698
<b>ADVERTISED</b>	• Sunday Times Ilanga Newspaper
<b>TERM OF APPOINTMENT</b>	• Fixed term contract (5 years)
<b>YEARS' OF EXPERIENCE</b>	• Minimum 5 years' relevant experience at middle management level, and • Have proven successful institutional transformation within public or private sector.
<b>HIGHER EDUCATION QUALIFICATION</b>	• At least NQF Level 6 in fields of Accounting, Finance or Economics Or Certificate in Municipal Financial Management (SAQA Qualification ID No. 48965) • A post-graduate qualification would be an added advantage; • Computer Literacy, Valid Drivers' License; • Good communication and presentation skills.
<b>FOCUS AREAS</b>	• Render managerial support regarding management of council's assets to comply with MFMA, GRAP and other applicable standards. • Provide management support regarding cash flow and investment management and management of bank reconciliations to comply with MFMA and GRAP. • Control over the creation and management of financial accounting systems and financial information to comply with MFMA and GRAP. • Give guidance and support to the Income, Expenditure, Budget Planning SCM & Reporting Units and other legislated functions to comply with applicable sections of the MFMA and the IDP for efficient and effective functioning of the directorate. • Good knowledge and understanding of relevant policy and legislation; • Good knowledge and understanding of institutional governance systems and performance Management.
<b>FOCUS AREAS</b>	• Provide strategic and ethical leadership and management to achieve the vision of the municipality; • Develop personnel and maintain staff discipline; promote sound labour relations; • Co-ordinate and manage Intergovernmental Relations (IGR) to ensure sound co-operative governance; and • Represent the municipality at provincial and national fora. • Knowledge of local legislation. • Accounting Officer in terms of MFMA (2003).

**SENIOR MANAGER: COMMUNITY SERVICES  
CATERGORY 1  
MUNICIPALITY**

<b>Occupational Category</b>	• Senior Management
<b>ANNUAL TOTAL REMUNERATION PACKAGE</b>	• Negotiable in terms of Government Gazette No.39991 effective from 01 July 2016. • Minimum Package R700, 116 - Midpoint R777, 908 – Maximum R855, 698
<b>ADVERTISED</b>	• Sunday Times & Ilanga Newspaper
<b>TERM OF APPOINTMENT</b>	• Fixed term contract (5 years)
<b>YEARS' OF EXPERIENCE</b>	• 5 years relevant experience at middle management level, and • Have proven successful institutional transformation within public or private sector.
<b>HIGHER EDUCATION QUALIFICATION</b>	• Bachelor Degree in Social Science/ Public Administration/ Law; or equivalent. • Registration with South African Council for Social Services Professionals (SACSSP) ; or similar recognized relevant professional body (added advantage); • Must meet the National Treasury Competency Requirements (CPMD/MFMP) as prescribed under the LG: Municipal Regulations on Minimum Competency Levels, 2007 issued in terms of the MFMA, as published under Govt. Notice 493 in Govt. Gazette No. 29967 of 15 June 2007 • Computer Literacy, Valid Drivers' License; • Good communication and presentation skills.
<b>FOCUS AREAS</b>	• Good knowledge and understanding of relevant policy and legislation; • Good knowledge and understanding of institutional governance systems and performance management; • Public Safety management; • Solid Waste Management; • Cemetery, parks, sports & recreation management; • Provide strategic leadership in relation to the development, implementation, monitoring and reporting on SDBIP for the department; • Personnel development and management within the directorate; • Knowledge of local government legislation.

**SENIOR MANAGER: TECHNICAL & INFRASTRUCTURE SERVICES  
CATERGORY 1 MUNICIPALITY**

<b>Occupational Category</b>	• Senior Management
<b>ANNUAL TOTAL REMUNERATION PACKAGE</b>	• Negotiable in terms of Government Gazette No.39991 effective from 01 July 2016. • Minimum Package R700, 116 - Midpoint R777, 908 – Maximum R855, 698
<b>ADVERTISED</b>	• Sunday Times & Ilanga Newspaper
<b>TERM OF APPOINTMENT</b>	• Fixed term contract (5 years)
<b>YEARS' OF EXPERIENCE</b>	• 5 years relevant experience at middle management level, or as Programme/ Project Manager; and • 3 – 4 years be at professional/ management level engineering management.
<b>HIGHER EDUCATION QUALIFICATION</b>	• BBachelor of Science Degree in Civil Engineering (preferably) / B Tech: Engineering; or equivalent. • Registered as a Professional Engineer (added advantage). • Must meet the National Treasury Competency Requirements (CPMD/MFMP) as prescribed under the LG: Municipal Regulations on Minimum Competency Levels, 2007 issued in terms of the MFMA, as published under Govt. Notice 493 in Govt. Gazette No. 29967 of 15 June 2007 • Computer Literacy, Valid Drivers' License; • Good communication and presentation skills.
<b>FOCUS AREAS</b>	• Good knowledge and understanding of relevant policy and legislation; • Develop personnel and maintain staff discipline; promote sound labour relations; • Good knowledge and understanding of institutional governance systems and performance management; • Must be able to formulate engineering master planning, project management and implementation. • Knowledge of local government legislation.

**Closing Date: 30/09/2016 @ 12H00**

Applications to be submitted in an official application form for Senior Managers available on municipal website together with a comprehensive CV and certified copies of certificates not older than 03 months, ID and driver's license should be forwarded to:

**The Hon. Mayor**, Mtubatuba Local Municipality, P O Box 52, Mtubatuba, 3935 or be hand-delivered to our Registry Office in Lot 105, Inkosi Mtubatuba Road, Mtubatuba. Applicants who possess a qualification which was obtained from a non-South African University must produce SAQA evaluations when submitting their applications. Failure to comply with any instruction will disqualify candidates. Previous applicants needs to re-apply. For administrative enquiries contact: **HOD Corporate Services at telephone: 035-5500069** Selection is subject to a positive outcome obtained from the NIA to the following checks (Security clearance, qualification verification, criminal records, credit records and previous employment). Candidates will be expected to undergo **competency assessment test**. Faxed or late applications will not be accepted.

Mtubatuba Municipality is an equal opportunity, affirmative action employer. As such, it is our intention to promote and uphold representability in the Municipality in terms of race, gender and Disability

The appointment is made according to the:

- 1) Local Government Systems Act, 2000 (Act No.32 of 2000); and
- 2) Local Government: Regulations on appointment and conditions of employment of senior managers as published in 17 January 2014.
- 3) Local Government: Regulations on Total Remuneration Packages Payable to Municipal Managers and Managers directly accountable to Municipal Managers.

Canvassing for this position will lead to disqualification of applications.

Successful candidate will be expected to sign an fixed term employment contract; a performance agreement and a disclosure of financial interest.

