

**KGATELOPELE MUNICIPALITY**

The Kgatelopele Municipality is located in the green Kalahari region of the Northern Cape Province, ZF Mgcawu District. The area is framed by a kaleidoscope of mining and farming activities, and natural tourist attractions. In exchange for your skills and expertise the Kgatelopele Municipality offers you a pleasant working environment thus invites suitable qualified candidates to apply for the following vacant position:

**APPLICANTS ARE INVITED TO SUBMIT THEIR APPLICATIONS FOR THE FOLLOWING VACANT POSITION**

**Reference no: KLM 07/2024/2025**

**JOB TITLE: DIRECTOR**

**DEPARTMENT: TECHNICAL, INFRASTRUCTURE & COMMUNITY SERVICES**

**REPORTS TO: MUNICIPAL MANAGER**

**Salary – Total remuneration package R913 969 (minimum) / R1 026 932 (midpoint) / R1 123 501 (maximum)**

**Terms of Appointment: Permanent**

**Requirements:**

Good knowledge and understanding of relevant policies and legislation, good understanding of institutional governance systems and performance management. Understanding of Council operation and delegation of powers and functions such as public safety, parks and recreation management, cemetery management, health service management and library services. To have extensive knowledge of the public office environment. Budget and finance management. To have extensive knowledge of the public office environment. Budget and finance management. To be an innovative and strategic leader. Good facilitation and communication skills in at least two / three official languages. Must be able to formulate engineering master planning, project management and implementation.

**Qualifications and Experience:**

Bachelor of Science degree in Engineering / BTech: Engineering as recognized by SAQA, or equivalent relevant qualifications. Minimum of 5 years’ experience in a middle management role within the public sector environment, preferably within local government. A Certificate in Municipal Financial Management Programme (MFMP) is a Compliance with the requirements contained in the Minimum Competency Levels Regulations, Notice No. 493, Government Gazette No. 29967 of 15 June 2007 or the ability to complete it within 18 months, as contained in Notice 91 of 03 February 2017 and promulgated in Government Gazette No, 40593. Failure to comply with this, will result in automatic termination of service within 1 month after expiration of this period. Proven successful institutional transformation with public or private sector. Registration with a recognized relevant engineering professional body will be an added advantage.

**Key Performance Areas (KPA’s)**

Planning and prioritizing the Community Services Department in accordance with the relevant Municipal legislation;

* Management of effective provision of refuse removal and maintenance of municipal parks services, as determined by applicable legislation;
* Take overall responsibility in leading and directing Traffic and Disaster management, recreational facilities, grave yards and Library services for the municipality;
* Ensuring that key strategic objectives are achieved and those effective’s services are rendered;
* Overall management of subordinates for maintenance and cleaning of open areas and streets;
* Provide strategic leadership in the Department;
* Lead, direct and manage staff within the department so that they are able to meet their objectives.

**Financial interest;**

* Kgatelopele Municipality reserves the right to nullify or cancel an employment contract and recover all costs incurred by the municipality including remuneration, advertisement, etc; should it be discovered that the successful candidate submitted false or insufficient information which resulted to the contravention of the provisions of Municipal Council Policies,Municipal Systems Act of 2000 as amended or any other relevant legislation;
* If no communication has been received from us within thirty (30) days after the closing date, please consider your application not successful. The Municipality reserves the right to appoint or not appoint any person.
* Canvassing for the appointment is strictly prohibited and any collaborating evidence thereof will automatically disqualify the applicant.
* If you meet the stated requirements, a fully completed Annexure C Application Form, Detailed Curriculum Vitae, recently certified copies of all qualifications, a recently certified copy of the Identity Document and Driver’s License (certified copies must not be older than 3 months) and proof of Competency level, where applicable is required.
* No fax or e-mailed applications will be considered; applications received after the closing date indicated below will not be accepted.

**Conditions**

1. All shortlisted applicants will be subjected to security vetting, which includes verification of qualifications, reference checks, possible criminal records, financial misconduct, nationality etc.
2. The candidates will be required to disclose all financial interests.
3. The appointment of successful candidate is subjected to the signing of employment contracts and performance agreements 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

Applications can be posted to The Municipal Manager Attention: Adv. W Blundin

Kgatelopele Municipality

P.O. Box 43 DANIELSKUIL 8405

**Or can be hand delivered at:**

Kgatelopele Municipality at the Human Resource Office.

Enquiries may be directed to Acting Senior Human Resource Officer: Ms. C. van Rooyen (053) 384 0101 during office hours between 07:30 am – 16:45pm Monday to Thursdays and Fridays till 15:30pm.

**CLOSING DATE:** 06 February 2025 at 12:00pm