

GREATER LETABA MUNICIPALITY

P.O Box 36, Modjadjiskloof, 0835, Tel (015) 309 9246/7/8,
Fax (015) 309 9419, Email:greaterletaba@glm.gov.za



Greater Letaba Municipality invites suitably qualified candidate to apply for the following positions:

MUNICIPAL MANAGER

Duration: the contract will lapse one year after the new council is in place.

REMUNERATION PACKAGE: R1 067,587 – R1 227,113 - R1 386,637 p.a

(Total remuneration package will be paid as per the applicable Determinations on Upper Limits)

REQUIREMENTS:

A Bachelor's Degree in Public Administration / Political Sciences / Social Sciences / Law or equivalent. Five (5) years relevant experience at senior management level and have proven successful institutional transformation within public or private sector. A post graduate qualification or Qualification relating to the National Treasury Competency Requirements for Senior Officials i.e CPMD/MFMP/ELMDP will be an added advantage. A code EB driver's license. Computer literacy.

KNOWLEDGE AND COMPETENCIES:

Advanced knowledge and understanding of relevant policy and legislation. Advance understanding of institutional governance systems and performance management. Advanced understanding of council operations and delegation of powers. Good governance. Audit and risk management establishment and functionality. Budget and finance management. Must possess proven skills in respect of planning and organizing, problem solving, presentation, conflict resolution, communication, strategic leadership, financial management, governance, risk and change management, program and project management, and people management.

KEY PERFORMANCE AREAS:

The successful candidate will be responsible and accountable for the following: An economical; effective; efficient and accountable administration. Managing the municipality's administration in accordance with the Municipal Systems Act and other legislations applicable to local government. Implementing the municipality's Integrated Development Plan (IDP), and monitoring progress with the implementation of the plan. Managing the provision of services to the local community in a sustainable and equitable manner. Appoint staff other than those referred in section 56 of the Municipal Systems Act. Maintaining discipline of staff, promoting sound labour relations and compliance by the Municipality with applicable labour legislation. Advising the political office bearers. Developing and maintaining a system whereby community satisfaction with Municipal services is assessed. Implementing National and Provincial legislation applicable to the Municipality, and performing

44 Botha Street, Civic Centre Modjadjiskloof, Limpopo Province, Republic of South Africa

"To be the leading municipality in the delivery of quality services for the promotion of socio-economic development"

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other function that may be assigned by the Municipal Council. Administering and implementing the Municipality's By-laws and other legislations. Being responsible for all income and expenditure of the Municipality, all assets, the discharge of liabilities and proper diligent compliance with applicable Municipal Finance Management Act. Implementing strategic goals of the municipality through cooperation and innovative team work.

Greater Letaba Municipality is an equal opportunity affirmative action employer. It is our intention to promote representation (race, gender and disability) in the municipality through filling of this position. Candidates whose appointment promote representation will receive preference. The municipality reserves the right not to fill any of the advertised positions.

Applications should be submitted on an official application form for senior managers obtainable from the municipal website (www.greaterletaba.gov.za) / Greater Letaba municipality offices and must be accompanied by comprehensive curriculum vitae, certified copies of academic qualifications (*including computer literacy certificate*), academic records, Identity Document and driver's license. Short listed candidates will be required to produce original copies of qualifications and identity document on or before the appointment.

NB: When you apply for this post, you give the municipality consent to process your personal information. The successful candidate will be subjected to security screening, required to submit disclosure of financial interest, be expected to sign an employment contract and performance contract. Recommended candidates will be subjected to competency assessment test.

Correspondences will only be entered into with short listed candidates. Applicants will be penalized for canvassing.

Please forward all applications to: **The Acting Municipal Manager, Greater Letaba Municipality, P.O. Box 36, Modjadjiskloof 0835**, or applications may be hand delivered at the **(HR Office) Municipal Offices, Civic Centre, Botha Street, Modjadjiskloof**. Faxed or e-mailed applications will not be considered.

Enquiries must be directed to Mr Malola M.P / Mr Mapatha S.P at 015 309 9246/7/8.

Closing date: 15 January 2021, 16H00.

**Dr LETSOALO M.B
ACTING MUNICIPAL MANAGER**