



Ugu District Municipality, situated at 28 Connor Street Port Shepstone, within the Province of Kwazulu-Natal, invites applications from suitably qualified dynamic and mature candidates whose background and experience match this challenging position. The Municipality seeks to appoint a highly-motivated visionary and self-starter to the following position:

**OFFICE OF THE MUNICIPAL MANAGER
MUNICIPAL MANAGER**

(On a fixed- term employment contract until 31 July 2027 or for a period not exceeding one year after the election of the next Council of the Municipality)

TOTAL REMUNERATION PACKAGE PER ANNUM (ALL INCLUSIVE)

Minimum: R 1 581 405 Midpoint: R 1 842 312 Maximum: R 2 146 294

THIS IS A RE-ADVERTISEMENT OF THE ABOVE VACANCY. APPLICANTS WHO HAVE PREVIOUSLY APPLIED NEED TO RE- APPLY,AS THEIR PREVIOUS APPLICATIONS WILL NOT BE CONSIDERED

The appointment to the position of the Municipal Manager will be on a fixed-term performance-based contract in terms of Section 54A, 56 and 57 of the Local Government: Municipal Systems Act, Act 32 of 2000, as amended, read together with the Local Government: Municipal Performance Regulations of 2006 and the Local Government: Municipal Finance Management Act: Municipal Regulations on Minimum Competency Levels of 2007.

Key Requirements

- A Bachelors Degree in Public Administration / Political Sciences / Social Sciences / Law or equivalent NQF Level 7 qualification.
- A relevant Post Graduate Qualification at NQF Level 8 will be an added advantage.
- A minimum of ten (10) years' experience at management level, of which at least five (05) years must be at Senior Management Level.
- Senior Management experience at a District Municipality will be an added advantage.
- A certificate in Municipal Financial Management (MFMP) or a Certificate Programme in Municipal Development (CPMD) is essential. If a newly appointed person is not in possession of this competency, he/she must complete it within eighteen (18) months from the date of employment, failing which, the employment contract will terminate automatically within one month after the applicable period.
- A valid code B driver's license.
- Computer Literacy

Knowledge

- Advanced knowledge and understanding of relevant policy and legislation.
- Advanced understanding of institutional governance systems and performance management.
- Advanced understanding of Council operations and the delegation of powers.
- Good governance.
- Audit and risk management establishment and functionality.
- Budget and finance management.
- Ability to be an innovative and strategic leader.
- Good facilitation and communication skills in at least two official languages.

Key Performance Areas

- As the Head of administration and the accounting officer, you will be responsible for the overall management of the Municipality to ensure the efficient and effective provisioning of services, promote economic growth, facilitation of social and economic development, ensuring institutional transformation and organisational development, municipal financial viability and management, good governance, and public participation and long- term sustainability of the Municipality.
- Be able to transform the organization into becoming one that is developmentally focused, inform and develop an economical, effective, efficient and accountable administration.
- Operate in accordance with the Municipal Performance Management System.
- Be responsive to the needs of the local community.
- Manage the administration in accordance with the Municipal Systems Act, as amended and other applicable legislation.
- Implement an Integrated Development Plan and monitor its progress.
- Manage the utilization and training of staff, maintain staff discipline, and promote sound labour relations and applicable compliance with labour legislation and the SALGBC collective agreements.
- Advise political structures and office-bearers, manage communication between them and administer and carry out their decisions.
- Administer and implement by-laws and other legislation, exercise powers and perform duties delegated to the Municipal Manager by Council or delegating authority.
- Implement applicable National and Provincial legislation.
- Render support to the Office of the Mayor, Speaker, Chief Whip and perform other functions assigned by the Council.

The following competencies are required in the above position: -

Strategic direction and leadership
People management
Program and project management
Financial management
Change leadership
Government leadership
Moral competence
Planning and organising
Analysis and innovation
Knowledge and Information management
Communication
Results and quality focus

All enquiries pertaining to the position of the Municipal Manager should be directed to the Mayor, telephone number 039 688 5746. All applications must be submitted on the prescribed application form available on our website (www.ugu.gov.za), accompanied by a detailed curriculum vitae and certified copies of qualifications, I.D., and drivers licence.

All applications must be submitted with an application form which can be found on our website accompanied by a comprehensive curriculum vitae, certified copies of educational qualifications and driver's license to the Mayor for the attention of:

The Manager: Human Resources, Ms NP Gumbi; Ugu District Municipality, P.O. Box 33, Port Shepstone, 4240 or hand-delivered at: 96 Marine Drive, Oslo Beach, 4240 or Recruitment@ugu.gov.za No late applications shall be considered.

Please note that no late, faxed or emailed applications will be accepted.

Closing Date: 16h00, Friday, 31 January 2025.

**COUNCILLOR IS MQADI
MAYOR**