



JOE MOROLONG
LOCAL MUNICIPALITY

Joe Morolong Local Municipality with its seat situated in Churchill 26km from Kuruman, in John Taolo Gaetsewe District, Northern Cape Province invites suitably qualified candidates with relevant experience to fill the following vacant position:

RE-ADVERTISEMENT

**DIRECTOR: COMMUNITY SERVICES
PERMANENT POSITION**

Remuneration:

Annual Total Remuneration Package

Minimum Remuneration Package	Midpoint Remuneration Package	Maximum Remuneration Package
R913, 969	R1 026, 932	R1 123 501

Plus a 10% remote allowance which shall be determined by government gazette no. 48789 of 14 June 2023.

Requirements:

- A minimum qualification of appropriate Degree in Social Science/Public Administration/Law or equivalent.
- A practical knowledge of health services management
- Minimum of five (5) years work-related experience at middle management
- Certificate in Municipal Financial Management for Municipal Managers and Managers directly accountable to Municipal Managers as provided in Gazette 41047 dated 18 August 2017, Local Government: Municipal Regulations on Minimum Competency Level;
- The applicant must have extensive knowledge and understanding of all local government legislations and all policies that governs Municipalities and relevant to the department.
- The applicant must have knowledge of the statutory requirements regarding the position and the ability to comply therewith;
- The applicant must have good knowledge of the institutional governance systems and performance management
- Excellent communication and facilitation skills;
- Computer literacy and a valid code B driver`s license
- No criminal record
- Registration with the South African Council for Social Service Professionals (SACSSP), or similar recognized relevant professional body will be added advantage

Key Performance Areas:

- Providing strategic leadership and planning for the department.
- Compiling departmental SDBIP, monitoring and reporting on programme implementation.
- Prepare and take control of the departmental budget;
- Provide general strategic management to ensure that the department meets the five (5) Key Performance Areas;
- Ensuring the development of appropriate strategies, policies and plans for all relevant areas are in place.
- Directing the implementation of specific procedures, systems and controls associated with key functional embodied in the community service's departmental structure.
- Managing community development.
- Ensuring environmental management in general.
- Executing any other duties that may be assigned by the Municipal Manager.



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RE-ADVERTIMENT

**DIRECTOR: CORPORATE SERVICES
PERMANENT POSITION**

Remuneration:

Annual Total Remuneration Package

Minimum Remuneration Package	Midpoint Remuneration Package	Maximum Remuneration Package
R913, 969	R1 026, 932	R1 123 501

Plus a 10% remote allowance which shall be determined by government gazette no. 48789 of 14 June 2023.

Minimum Requirements:

- Bachelor's degree in Public Administration/Management Sciences/Law or equivalent.
- Minimum of 5 years work-related experience at middle management level and have proven successful management experience in administration.
- Qualification in Human Resources Management will be added advantage
- 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.
- Good knowledge of corporate support services, including;
Human capital management

Legal services

Facilities management

Information communication technology and

Council support

- Good knowledge of supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000);
- Good governance
- Labour Relations Act, and other labour-related prescripts;

- Legal background and human capital management and;
- Knowledge of coordination and oversight of all specialised support functions.

Key Performance areas:

- Co-ordinate and manage the activities of the Human Resources and Corporate Services Department
- Provide administrative support to council and management
- Provide an effective record management system
- Provide and maintain effective Information Communication Technology
- Manage security for both personnel and property to council
- Provide integrated Human Resources services to the municipality including inter alia:
 - To establish and maintain a Human Resources Framework and policies
 - To provide and maintain sound labour relations
 - To provided Facilities management
 - To ensure that skills development function is provided in the municipality
 - To ensure that the employment equity function is managed.



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RE-ADVERTIMENT

**DIRECTOR: CHIEF FINANCE OFFICER
PERMANENT POSITION**

Remuneration:

Annual Total Remuneration Package

Minimum Remuneration Package	Midpoint Remuneration Package	Maximum Remuneration Package
R913, 969	R1 026, 932	R1 123 501

Minimum Requirements:

Minimum qualification of an appropriate B-Degree in finance /Economic/Accounting or equivalent tertiary qualification or relevant experience. At least five (5) years Management Experience, preferably in Local Government environment. Strategic leadership and people management capabilities coupled with assertiveness and self-motivated personal attributes. Proven ability to communicate and negotiate at all spheres and levels of government. Extensive knowledge of legislation procedures and processes pertaining to Local Government finance including the provisions of the Municipal Finance Management Act. Experience of Sebata Financial Systems will be an added advantage.

Knowledge: Advanced knowledge and understanding of relevant policy and legislation, advanced understanding of institutional governance systems and performance management * Proven ability to communicate and negotiate at all levels of Government * Advanced understanding of Council operations and delegations of powers * Kind III Code* Good Governance Audit and Risk Management established and functionality including budget and finance management. Knowledge and understanding of the Municipal Standard Charts of Account (MSCOA).

Core Competencies: Strategic direction and leadership * People Management * Program and Project Management * Financial Management * Change Management* Governance Leadership.

Key Performance Areas:

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

Overall management of the Budget and Treasury Office. Providing support and advice to the Municipal Manager and Council. Attending council and committee meetings. Compile and implement the Municipal Budget. Prepare Annual Financial Statements in accordance with Generally Recognised Accounting Principles (GRAP) and other mandatory financial management reports. Control of municipal bank accounts. Monitor other department's budgets. Implement the departmental Service Delivery and Budget Implementation Plan (SDBIP)

This position is in line with the Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers and Upper Limits of total remuneration package payable to Municipal Managers and Managers Directly Accountable to the Municipal Manager. The successful candidate will be required to sign employment contract, performance agreement and also disclose their financial interests. Shortlisted candidates will undergo security vetting, including inter alia competency assessments, the verification of curriculum vitae and qualifications.

Applications in the form of official application form for Senior Managers obtainable from the Municipal website (www.joemorolong.gov.za), accompanied by the covering letter, detailed CV, and certified copies of qualifications and certificates must reach the office on or before 30 September 2024.

No facsimile will be accepted. Applications must be **Couriered or forwarded** to:-

**The Municipal Manager
Joe Morolong Local Municipality
Private Bag X117
Mothibistad
8474**

**Further information can be obtained from Adv P Nkulwana @ (053) 773 9300
or 0721573286.**

**Mrs BD Motlhaping
Municipal Manager**

**Joe Morolong Local Municipality is an equal opportunity and affirmative action
employer**