

NAMA KHOI MUNICIPALITY



ADVERTISEMENT: NOTICE NUMBER: 65/2022

Nama-Khoi Municipality, with its Headquarters in Springbok, invites suitably qualified candidates to apply for the following vacant positions. The Municipality is an equal opportunity, affirmative action employer, subscribes to the principles of employment equity, and actively promotes representation in terms of race, gender and disability.

DEPARTMENT: TECHNICAL SERVICES

POSITION: HEAD OF DEPARTMENT: TECHNICAL SERVICES

LEVEL: MANAGER REPORTING DIRECTLY TO THE MUNICIPAL MANAGER

CENTRE: SPRINGBOK, NORTHERN CAPE

A. Annual Total Remuneration Package

- Minimum Total Remuneration Package – R 846 307.00 – Midpoint Remuneration Package R 950 907.00 - Maximum Remuneration Package -R1,040 324.00 (Category 2 Municipality)
- A Remote Allowance of 10% are added to the Total Remuneration Package of the Senior Manager.

B. Terms of Appointment: Five (5) year Performance based fixed term contract

C. Essential and Non- Negotiable Requirements:

Good knowledge and understanding of relevant policies and legislation, Good understanding of institutional governance systems and performance management. Understanding of Council operations and delegations of such powers and functions. To have extensive knowledge of the public office environment. Budget and finance management. To be innovative and strategic leader. Good facilitation and communication skills in at least two of the three official languages. Must be able to formulate engineering master planning, project management and implementation.

- Bachelor Degree in Sciences Degree in Engineering / Btech Engineering or Equivalent. Five (5) years' experience at middle management level, and must have proven successful management experience in administration.
- Registered on the National Qualification Framework at a NQF level 7 with a minimum of 360 credits.
- Compliance with the MFMA. Minimum competency levels in unit standards as per Government Notice R493 of Gazette No. 29967 of 15 June 2007. A person who does not meet minimum competency level in unit standards will be given an opportunity to attain the minimum competency

level within eighteen (18) months from the date of appointment in accordance with Government Notice No. 91 of 03 February 2017, as promulgated in Government Gazette No. 40593;

- The need for signing of an employment contract, a performance agreement and disclosure of interest.
- Be prepared to undergo Security vetting, be prepared to undergo Competency assessment test and have a valid driver's licence.
- Good computer literacy
- Registration with a recognised relevant engineering professional body will be an added advantage.

D. KEY PERFORMANCE AREAS (KPA's)

- Manage the provision of services to the Local Community in a sustainable and equitable manner, including but not limited to the following functions: Effective Management, operation, maintenance, planning and administration of the provision of water, sanitation, roads & storm water, sewerage and electricity.
- Provide an advisory service to council regarding all aspects falling within his/her scope of work.
- Develop, implement and manage strategic goals, policies and procedures in alignment with the strategic objectives of the municipality.
- Develop policies and guidelines for the effective operation of service delivery.
- Develop a program for infrastructural service delivery in line with the IDP and oversee the implementation thereof.
- Co-ordinate and supervise the management of projects.
- Responsible for the effective and efficient management of Department: Technical Services
- Supervising the implementation of elements of the IDP within the Department: Technical Services.
- Preparing and efficient managing of the Department's budget.
- Liaise and interact with individuals, role players and agencies on Senior level in all three spheres of government.

NB: Please Note:

- No faxed or e-mailed applications will be considered;
- Candidates are required to complete the prescribed "Annexure C" application form as per Regulations on Appointment and Conditions of Employment of Senior Managers Government Notice 21 Government Gazette 37245 dated 17 January 2014 which is obtainable from the internet at www.gpwonline.co.za, or on the Municipal Website namakhoi.gov.za (failure to do so will result in the candidate being disqualified);
- Short-listed candidates will be subjected to security vetting/screening, verification of qualifications And employment history/reference check and competency assessment and should also disclose Financial interest;
- Nama-Khoi 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 Amendment Act No. 7 of 2011 or any other relevant legislation;
- If no communication has been received from us within ninety (90) 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.

- The successful candidate will be held personally liable for certain costs incurred during recruitment if he or she, after being appointed decline to accept the appointment.
 - Should there be any errors or omissions on this advert, the relevant job description, grading and or municipal policies will supersede such error or omission.
 - 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, must be addressed/sent to:
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- Applications that hold any political office positions namely Chairperson, Deputy Chairperson, Secretary, Deputy Secretary or Treasurer Nationally, Provincially, Regionally or other areas in which the party operates; or any position in a political party equivalent to a position mentioned above, Irrespective of the title designated to that position, shall not be considered for appointment as Head of Department: Community Services.

The Acting Municipal Manager
 Attention: Mr. D C Magerman
 Nama-Khoi Municipality
 P.O. Box 17
 SPRINGBOK
 8240

Or can be hand delivered at:

Nama-Khoi Municipality
 Namakwa Street 4
 Springbok
 8240

Enquiries may be directed to the Divisional Head: Human Resource Management, Mr. J Makaza at (027) 718 8131 during office hours between 08:00 – 16:00.

CLOSING DATE: 22 June 2022 at 12:00