



Applications are invited from suitably qualified and experienced persons to apply for the under mentioned positions based at Fezile Dabi District Municipality. Council is committed to the policy of Affirmative Action and any appointment that would ensure equity and representivity shall be given preference.

1. CHIEF FINANCIAL OFFICER

Remuneration package: R907 864 (minimum); R1 037 559 (midpoint) and R1 150 465 (maximum) per annum (as determined by Notice No 47538 of 18 November 2022 on upper limits of Total Remuneration Packages Payable to Municipal Managers and Managers Directly Accountable to Municipal Managers Senior Managers for a Category 3 Municipality)

The pay scale will be determined by competence based assessment outcome, experience and qualifications. Remuneration will also include a remote allowance of 4% of the total annual remuneration package

(Permanent Appointment)

REQUIREMENTS: • Grade 12, Bachelor degree in Accounting/Finance /Economics or a relevant qualification registered on the National Qualifications Framework at NQF Level 7 with a minimum of 360 credits.

OTHER REQUIREMENTS: Only SA citizens or permanent residents with no criminal record are eligible to apply. Must also be in possession of a valid driver's license and a suitable vehicle for proper performance of his/her functions; Willingness to work irregular hours with extensive traveling.

EXPERIENCE: • Minimum of seven (7) years' work related experience at senior and middle management level preferably in the Local Government sector • Advanced knowledge and understanding of relevant policy and legislation • Advanced understanding of institutional governance system • A proven track record of budget and finance management • Ability to be an innovative and strategic leader • Good facilitation and communication skills

ADDED ADVANTAGE: • Certificate in Municipal Finance Management Program (MFMP) (SAQA Qualification ID No. 48965) or Certificate Program in Municipal Development (CPMD) or attain the qualification within 18 months from date of appointment. Registration with a relevant Professional body will serve as a strong recommendation.

KNOWLEDGE AND ATTRIBUTES: Strategic leadership and management Strategic financial management Good governance and ethics and values. High level of written and verbal communication skills. High level of emotional intelligence. Proven ability to communicate and negotiate in all spheres and levels of government. Ability to meet deadlines. Attention to detail. Ability to work under pressure. Proven ability to provide strategic and innovative leadership. Strategic thinking and analysis.

KEY PERFORMANCE AREAS: Develop, implement and manage strategic goals, policies and procedures in alignment to the municipality's strategic- and IDP objectives
 • Effectively manage financial services (budgeting, income, expenditure, activity-based costing, supply chain management, asset management) through the establishment, implementation and maintenance of a financial management strategy • Effectively and efficiently manage the Directorate • Liaise and interact with individuals, role players and agencies at senior level in all three spheres of government • Assist and support the Accounting Officer with the roles and responsibilities delegated to the Chief Financial Officer • Ensure municipal financial viability through management and monitoring of all income and expenditure of the Municipality, safeguarding all assets, discharging the Municipality's liabilities as well as proper and diligent compliance with the Municipal Financial Management Act and other legal and best practice- prescripts. Responsible for the preparation and the control of the budget.

2. DIRECTOR CORPORATE SERVICES

Remuneration package: R907 864 (minimum); R1 037 559 (midpoint) and R1 150 465 (maximum) per annum (as determined by Notice No 47538 of 18 November 2022 on upper limits of Total Remuneration Packages Payable to Municipal Managers and Managers Directly Accountable to Municipal Managers Senior Managers for a Category 3 Municipality)

The pay scale will be determined by competence based assessment outcome, experience and qualifications. Remuneration will also include a remote allowance of 4% of the total annual remuneration package

(Permanent Appointment)

REQUIREMENTS: • Grade 12, B Degree in Public Administration/ Management Sciences/Law; or equivalent

OTHER REQUIREMENTS: Only SA citizens or permanent residents with no criminal record are eligible to apply. Must also be in possession of a valid driver's license and a suitable vehicle for proper performance of his/her functions; Willingness to work irregular hours with extensive traveling.

EXPERIENCE: • Minimum of seven (7) years' work related experience at senior and middle management level preferably in the Local Government sector • Have proven successful management experience in administration; • Legal background and human capital management; and • Knowledge of coordination and oversight of all specialized support functions.

ADDED ADVANTAGE: • Certificate in Municipal Finance Management Program (MFMP) (SAQA Qualification ID No. 48965) or Certificate Program in Municipal Development (CPMD) or attain the qualification within 18 months from date of appointment. Registration with a relevant Professional body will serve as a strong recommendation.

KNOWLEDGE AND ATTRIBUTES: Good knowledge and understanding of relevant policy and legislation. Good knowledge and understanding of institutional governance systems and performance management. Good knowledge of corporate support systems including: Human Capitals, Legal Services, Facilitation Management, Information 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 relations prescripts, Knowledge of co-ordination and oversight of all specialized support functions.

KEY PERFORMANCE AREAS: • Leading and directing the Corporate Services Directorate, ensuring the Municipality is provided with an effective support service regarding Corporate Administration, ensuring the development, implementation, monitoring and evaluation of strategies and programmes that work towards the achievement of goals relating to personnel provision, organisational development, labour relations, Human Resources Development, Council Support, Employee Wellness, Occupational Safety, Risk Management and Personnel Administration; development and management of policies and systems to ensure smooth running of the day to day operations, procedures and processes that relate to all the above stated functions; providing legal advisory service to the senior management and council leadership regarding relevant policy and legislative issues of compliance, compiling and managing the Directorate's Budget; preparing and submitting reports to the Municipal Manager and committees so that they are informed of the issues relevant to Corporate Services Department; compilation of annual reports; ensuring optimum utilisation of Council resources; leading and managing staff and all related resources;

3. DIRECTOR LED TOURISM & INFRASTRUCTURE

Remuneration package: R907 864 (minimum); R1 037 559 (midpoint) and R1 150 465 (maximum) per annum (as determined by Notice No 47538 of 18 November 2022 on upper limits of Total Remuneration Packages Payable to Municipal Managers and Managers Directly Accountable to Municipal Managers Senior Managers for a Category 3 Municipality)

The pay scale will be determined by competence based assessment outcome, experience and qualifications. Remuneration will also include a remote allowance of 4% of the total annual remuneration package

(Permanent Appointment)

REQUIREMENTS: • Grade 12, A Bachelor degree in Economic Sciences, Engineering Sciences or equivalent

OTHER REQUIREMENTS: Only SA citizens or permanent residents with no criminal record are eligible to apply. Must also be in possession of a valid driver's license and a suitable vehicle for proper performance of his/her functions; Willingness to work irregular hours with extensive traveling.

EXPERIENCE: • Minimum of seven (7) years' work related experience at senior and middle management level preferably in the Local Government sector • Have proven successful management experience in administration; • A proven institutional transformation record in the public or private sector • Advanced knowledge and understanding of relevant policy and legislation • Knowledge of project management and information system management • Extensive knowledge of the Municipal Environment, municipal legislation, specifically infrastructure.

ADDED ADVANTAGE: • Certificate in Municipal Finance Management Program (MFMP) (SAQA Qualification ID No. 48965) or Certificate Program in Municipal Development (CPMD) or attain the qualification within 18 months from date of appointment. Registration with a relevant Professional body will serve as a strong recommendation.

KNOWLEDGE AND ATTRIBUTES: Strategic leadership and management Strategic financial management Good governance and ethics and values. • High level of written and verbal communication skills. • High level of emotional intelligence. • Proven ability to communicate and negotiate in all spheres and levels of government. Advanced knowledge and understanding of relevant policy and legislation • Advanced understanding of institutional governance system • Knowledge of Macro and Micro-economic research methodologies and issues; • Practical experience in applied economic research and planning; • Sound understanding of the District; and understanding of legislation and policies governing promotion of Local Economic development

KEY PERFORMANCE AREAS: Contributing towards formulation of different sector plans and strategies in support of District Economy; • Responsible for determining and defining research areas, priorities and research scope • Responsible for establishment and maintenance of socio-economic database for the District; • reviewing and updating the District Profile annually; • Providing inputs into the District and local municipalities' Integrated Development Plans including LED strategies; • Writing research reports on economic activities; Liaising with other independent institution on a wide range of economic issues. • Establish the Arts & Culture forum within District. • Compile sports development plan with KPAs to assist local municipalities and communities; Promote tourism through marketing of FDDM; •Facilitate the promotion tourism and agricultural activities; • Promote early childhood activities and other social development issues. • Managing Infrastructural projects implemented by or assigned to the Municipality; Project identification and costing; • Designing details appraisal and business plans; • Ensure implementation of EPWP projects; • Manage MIG funds and other sources in line with IDP projects; • Ensure the proper maintenance of Municipal facilities e.g. Buildings. Provide technical support on infrastructural projects to local municipalities; • Coordinate infrastructural projects on behalf of other sectors.

4. DIRECTOR ENVIRONMENTAL HEALTH AND EMERGENCY SERVICES

Remuneration package: R907 864 (minimum); R1 037 559 (midpoint) and R1 150 465 (maximum) per annum (as determined by Notice No 47538 of 18 November 2022 on upper limits of Total Remuneration Packages Payable to Municipal Managers and Managers Directly Accountable to Municipal Managers Senior Managers for a Category 3 Municipality)

The pay scale will be determined by competence based assessment outcome, experience and qualifications. Remuneration will also include a remote allowance of 4% of the total annual remuneration package

(Permanent Appointment)

REQUIREMENTS: • Grade 12, • Bachelor's Degree in Environmental Sciences / Emergency studies or equivalent

OTHER REQUIREMENTS: Only SA citizens or permanent residents with no criminal record are eligible to apply. Must also be in possession of a valid driver's license and a suitable vehicle for proper performance of his/her functions; Willingness to work irregular hours with extensive traveling.

EXPERIENCE: • Minimum of seven (7) years' work related experience at senior and middle management level preferably in the Local Government sector • An extensive knowledge and understanding of municipal health, environmental management ,disaster management and emergency services functions • Have proven successful management experience in administration;

ADDED ADVANTAGE: • Certificate in Municipal Finance Management Program (MFMP) (SAQA Qualification ID No. 48965) or Certificate Program in Municipal Development (CPMD) or attain the qualification within 18 months from date of appointment. Registration with a relevant Professional body will serve as a strong recommendation.

KNOWLEDGE AND ATTRIBUTES: Good knowledge and understanding of relevant policy and legislation and councils operations. Strategic leadership and management. Strategic financial management. Governance, ethics and values in public sector. People management. Program and project management. Change leadership. Report writing and presentation skills. Good knowledge and understanding of institutional governance systems and performance management, •Extensive knowledge and understanding of local government-related legislations.

KEY PERFORMANCE AREAS: Providing of Strategic guidance and leadership towards the rendering of Municipal Health, Fire Fighting and Disaster Management Services for the Municipality; ensuring the development, implementation, monitoring and evaluation of strategies and programmes that work towards the achievement of goals relating to Municipal Health environmental management , emergency services and disaster management rendered by the Municipality; development and implementation of policies and systems to ensure smooth running of the day to day operations; procedures and processes management and council leadership regarding relevant policy and legislative issues of compliance; compiling and managing the Directorate's annual Capital and Operational Budget; preparing and submitting reports to the Municipal Manager; compilation of annual report; taking responsibility for Performance Management Systems of the employees of the Department

APPLICATIONS AND CONDITIONS OF APPOINTMENT:

- All applications must be submitted on the prescribed application form (duly completed) obtainable from the Fezile Dabi District Municipality Offices and website www.fezeledabi.gov.za. No Applications will be considered if it is not on the Official Application Form .The detailed CVs must be attached to the application form together with certified copies of qualifications including ID and Driver's License (not older than 3 months) to be emailed to:
 fddmco@fezeledabi.gov.za,
 fddmcss@fezeledabi.gov.za,
 fddmledinfra@fezeledabi.gov.za,
 fddmehes@fezeledabi.gov.za respectively.
- It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach the proof thereof.
- The appointment will be made in compliance with the provisions of the relevant sections of the Local Government Municipal Systems Act and relevant Regulations;
- The applicant gives consent that their personal information may be accessed for verification purposes in adherence to the POPI Act (include signed consent letter);
- On appointment the appointee should not be holding any political office in a political party whether in a permanent, temporary or acting capacity;
- Recommended candidates will be subjected to a competency based assessment over 2 day's prior appointment in terms of Annexure A (Competency framework for Senior Managers) of Notice No.21 of Government Gazette No. 37245 of 17 January 2014; and that previous and current employers and references will be contacted. Verification will be done on the applicant's qualifications and criminal record.
- The successful candidate will be required to sign an Employment Contract on or before assumption of duty, a Performance Agreement within 60 days of appointment and the necessary Disclosure of Financial Interest Forms as well as undergoing the necessary Security Vetting Processes;
- The incumbent will be stationed at Fezile Dabi District Municipality in Sasolburg. but may be deployed anywhere within the municipality depending on the operational requirements;
- Due to the large number of applicants, correspondence will be limited to the short-listed candidates only. If you have not been contacted within a period of two months after the closing date of the advertisement, kindly accept that your application has been unsuccessful.
- The successful candidate will be reporting directly to the Accounting Officer;
- The municipality reserves the right not to appoint any applicant to this positions;
- Late applications will not be considered. Canvassing will automatically disqualify a candidate
- Fraudulent qualifications, information or documents will disqualify any applicant;

For enquiries please contact Acting Municipal Manager (Mr. S Thomas):
 email: enquiries@fezeledabi.gov.za

CLOSING DATE: 29 MAY 2023

S THOMAS
ACTING MUNICIPAL MANAGER