



Beaufort West Municipality Notice Nr. 01/ 2023



The Municipality of Beaufort West, main centre of the Central Karoo, as an equal opportunity employer, hereby invited suitably qualified individuals with enthusiasm for the following career opportunity:

MUNICIPAL MANAGER

Appointment will be on a 4 (four) year, fixed – term performance-based for a period not exceeding one year after the election of the next council of the municipality.

A competitive remuneration package commensurate with experience and proven competence is on offer, plus a 7% remote allowance.

Remuneration: Paid in terms of GN. 351 published under GG. 43122, dated 20 March 2022, GN.1912 published under GG. 46062 dated 18 March 2022

Package: R1 030 759.00 (min) – R1 141 500.00 (mid) – R1 267 066.00 (max)

Requirements: At Least a Bachelor Degree in Public Administration / Political Sciences / Law; or equivalent relevant qualification registered on the National Qualifications Framework at a NQF Level 7 with a minimum of 360 credits. Completion of Unit Standards prescribed in regulation 3 of the **Municipal Regulations on Minimum Municipal Competency levels** (GNR. 493 published under GG. 29967, dated 15 June 2007, read with GNR. 1146 published under GG. 41996, dated 26 October 2018) or completion of the prescribed Unit Standards within 18 months from the date of appointment (if completed, certified proof MUST be attached to application) * 5 years' relevant experience at a senior management level and have proven successful institutional transformation within public or private sector * Advanced knowledge and understanding of relevant policy and legislation * Advanced 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.

Key Competencies: Strategic capability, organizing and presentation skills * Communication Skills * Interpersonal skills * Programme and Project Management skills * Financial management * Problem solving management * People management and empowerment * Service delivery and innovation * Knowledge of Performance Management * Partnership and Stakeholder relations * Knowledge of intergovernmental relations

Key Performance Areas: To assume responsibilities as the Accounting Officer and Head of Administration * To provide strategic leadership for the municipality to achieve its mandate * Responsible for formation and development of effective, efficient, economically viable and accountable administration through management of all internal municipal departments * Render strategic leadership during development of IDP and monitor progress in terms of implementation * Manage municipality's administration in accordance with the MFMA, Constitution, Local Municipal Structures Act, Local Government Municipal Systems Act and other applicable legislation * Ensure council's decisions and municipal by-laws are implemented effectively and efficiently * Ensure sound financial management and compliance to local government municipal finance act * Ensure sound corporative governance * Manage provision to local communities in a sustainable and equitable manner * Promote sound labour relations * Provide sound advisory and strategic support to Executive Mayor and all political structures of council

The position is located at the Beaufort West Municipality offices

The applications for the above position must be accompanied by a detailed CV and completed prescribed application form for Senior Managers obtainable from our website – <https://www.beaufortwestmun.co.za/resource-category/application-forms?category=103> or Human Resource Section, together with your certified copies of qualifications, ID and drivers' license (including details of at least three (3) contactable references).

The Acting Municipal Manager, Private Bag 582, Beaufort West 6970

Hand deliver: The Acting Municipal Manager, 112 Donkin Street, Beaufort West 6970

Please note that the appointment is subjected to disclosure of financial interest. Candidates will have to undergo competency based assessment and security vetting. The successful candidate will be subjected to the signing of an Annual Performance Agreement and an Employment Contract.

Enquiries can be directed to the Director: Corporate Services at 023-414-8100.

CLOSING DATE: WEDNESDAY 8 February 2023

Please Note: Applications will not be acknowledged in writing and copies of supporting documents will not be returned. Only short-listed candidates will be contacted. Should candidates not be contacted within three (3) months of the closing date, they may accept that their application was unsuccessful. Council reserves the right not to make or confirm appointments. Canvassing for appointment will result in disqualification. **No late, fax or e-mail applications will be accepted.**