



RAND WEST CITY
LOCAL MUNICIPALITY

EXTERNAL RE - ADVERTISEMENT

Rand West City Local Municipality hereby invites applications from suitably qualified and experienced individuals for appointment to the following position.

POSITION: EXECUTIVE MANAGER: ECONOMIC DEVELOPMENT AND PLANNING

SALARY: (R919 508 Minimum – R1 081 773 Midpoint - R1 244 039 Maximum) Total package on a 5 year fixed term performance based contract) Ref: RWCLM/EDP01

Key Requirements:

*A Postgraduate degree in Town and Regional Planning/ Development Studies/ Building Sciences/ or equivalent. *6 – 8 years' experience in local government administration at a senior management level in the economic development and planning field. *Proven track record of managing functions relating to economic development and planning. *Extensive and practical knowledge of the Local Government environment. *Good understanding of performance management system applicable to Local Government. *Understanding of Municipal Legislative Framework including, Municipal Systems Act, MFMA, Municipal Structures Act, and other related legislation. *Demonstrate full or partial compliance with the MFMA unit standards as prescribed by Regulation 493 of 15 June 2007 as published in Government Gazette 29967 of 15 June 2007.

Key Performance Areas:

*Provide strategic leadership in the Economic Development and Planning Department. *Oversee development planning applications processes. *Oversee review, development and implementation of the SDF, Economic Growth and Development Strategy. *Oversee implementation of investment attraction programmes. *Oversee development and implementation of small businesses support programmes. *Oversee land use management and compliance with SPLUMA requirements. *Oversee human settlement planning and facilitation of human settlement projects implementation. *Oversee municipal properties administration.

Knowledge and Attributes:

*Strategic leadership and management. *Strategic financial management. *Good governance and ethics and values. *A high level of written and verbal communication skills.*A 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.

POSITION: EXECUTIVE MANAGER: CORPORATE SUPPORT SERVICES

SALARY: (R919 508 Minimum – R 1 081 773 Midpoint - R1 244 039 Maximum) total package on a 5 year fixed term performance based contract) Ref: RWCLM/ CSS01

Key Requirements:

*A Postgraduate Degree in Public Administration/ Management Sciences/ Law or equivalent. *6 – 8 years' experience in local government administration at a senior management level in the corporate support services field. *Proven track record of managing functions relating to corporate support services. *Extensive and practical knowledge of the Local Government environment. *Good understanding of performance management system applicable to Local Government.*Understanding of Municipal Legislative Framework including, Municipal Systems Act, MFMA, Municipal Structures Act, and other related legislation. *Demonstrate full or partial compliance with the MFMA unit standards as prescribed by Regulation 493 of 15 June 2007 as published in Government Gazette 29967 of 15 June 2007.

Key Performance Areas:

*Provide strategic leadership in the Corporate Support Services Department. *Oversee HR policy review, development and implementation. Good knowledge of corporate support services including human resource services, legal services, facilities management and fleet management. *Provision of Committee/Secretariat support to Council and its Committees. *Coordination of Portfolio Committee meetings and business processes. *Overall administration of the registry function of Council. *Give input towards preparation of the IDP and SDBIP. *Compilation, implementation, monitoring and reporting of departmental budget.

Knowledge and Attributes:

*Strategic leadership and management. *Strategic financial management. *Good governance and ethics and values. *A high level of written and verbal communication skills.*A 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.

N.B. Shortlisted candidates will be subjected to competency assessments and security vetting. The successful candidate will be required to sign a fixed-term employment contract with the municipality as well as an annual performance agreement and must disclose his/her financial interests.

Enquiries to be directed to the Human Resources Section at 011 411 0182 during office hours (07:30 – 16:00)

Applicants are required to complete the prescribed application form (obtainable from our website marked “Application form for Senior Manager Positions”, attach a CV and certified copies of qualifications, and hand deliver the application to the DESIGNATED BOX AT THE RECEPTION AREA between 7:30 to 16:00 at Rand West City Local Municipality, Cnr Pollock and Sutherland Street, Randfontein OR post application to, Rand West City Local Municipality P.O. Box 218, Randfontein 1760 OR email to vacancies@randwestcity.gov.za / vacancies@randfontein.gov.za Attention to: Municipal Manager

**Closing Date: 14 July 2017
Date Advertised: 30 June 2017**

Rand West City Local Municipality is an equal opportunity employer and subscribes to employment principles which are non-racial, non-discriminatory, non-sexist and based on merit. Correspondence will be limited to short-listed candidates only. Should you not have heard from us within three months of the closing date of this advert, please consider your application as having been unsuccessful. No late applications will be accepted. Failure to comply with the above instructions will lead to disqualification of applicants. The municipality reserves the right not to make an appointment.

**THEMBA GOBA
MUNICIPAL MANAGER**