



**Incorporating Makhanda, Alicedale, Riebeeck East & surrounding rural Areas**

The Makana Local Municipality invites suitably qualified candidates to apply for the under mentioned position in Makhanda (Grahamstown). The Makana Municipality is an equal opportunity and Affirmative Action Employer, committed to the Employment Equity Act 55 of 1998. Previously disadvantaged individuals and the people with disabilities are encouraged to apply.

**VACANCY/ IMISEBENZI/ BETREKKINGS**

**EXTERNAL POSITIONS**

Applicants who comply with the minimum requirements for this post, possess the necessary integrity and an excellent track record; are invited to apply for the Director: Local Economic Development and Planning position (Five (5) year Performance-Based contract appointment in terms of Section 54A of the Municipal Systems Act.)

<b>POST 1</b>	<b>: 1 X DIRECTOR (Permanent)</b>
<b>DIRECTORATE</b>	<b>: LOCAL ECONOMIC DEVELOPMENT &amp; PLANNING</b>
<b>REMUNERATION</b>	<b>: Minimum R972 648 per annum – Mid-point – R1 108 275 per annum and Maximum R1 257 894 per annum</b>

**The total remuneration package will be paid in line with the determined upper limits of annual remuneration packages payable to Municipal Managers and Managers directly accountable to Municipal Managers**

**MINIMUM QUALIFICATIONS**

The applicant is required to have the following minimum qualifications:

- Matric or Grade 12 Certificate or equivalent;
- An appropriate Bachelor's Degree or equivalent Degree or equivalent NQF level 7 qualification in Economic Science or Development Science or Business Management Science or Planning
- Minimum of five (5) years at senior and middle management level, of which at least three (3) years must have been at senior management level;
- Must have CPMD competency as directed by National Treasury Certificate OR must complete it within 18 months' period effective from the date of appointment.
- Computer Literate.
- Knowledge of Local Government and or public sector legislation, policies, regulations, standards and procedures;
- Excellent communication skills;
- Ability to provide strategic and innovative leadership;
- Proven ability to communicate and negotiate in all spheres of Government, the private sector and with international donors;
- Project management skills

**REQUIREMENTS**

- Undertake competency assessment;
- Undertake screening of any criminality;
- Screening of all qualifications;
- Validation of the required Drivers Licence – code 8 EB, and

## COMPETENCIES

Will be tested in line with the competency assessment in line with Performance Regulations.

## KEY PERFORMANCE AREAS

The incumbent will be reporting directly to the Municipal Manager and will be responsible for the following:

- Coordination and facilitation of strategic planning of Economic Development and Integrated Planning as well as the management of LED initiatives, i.e. SMMEs, tourism development, economic policy and research including investments and trade promotions)
- Development and implementation of land management strategies and spatial plans
- Town planning and township establishment
- An array of housing matters
- Poverty alleviation
- Promotion of social and economic development
- Development of organisational and departmental vision and strategy and ensuring implementation
- Direction and management of the performance of employees in the Department
- Direction, planning and management of the utilisation of resources in order to perform activities
- Direction, development and monitoring of systems, policies, procedures and processes to ensure correct working operations and practices.
- Performance of human resources and administrative activities.
- Implementation of SDF & Precinct Plan

**POST 2 : 1 X DIRECTOR (Permanent) (Re-Advertisement)**

*(ALL APPLICANTS WHO APPLIED FOR THIS POSITION IN THE PREVIOUS ADVERT ARE ENCOURAGED TO RE-APPLY)*

**DIRECTORATE : PUBLIC SAFETY & COMMUNITY SERVICES**

**REMUNERATION : Minimum R972 648 per annum – Mid-point – R1 108 275 per annum and  
Maximum R1 257 894 per annum**

**The total remuneration package will be paid in line with the determined upper limits of annual remuneration packages payable to Municipal Managers and Managers directly accountable to Municipal Managers**

**MINIMUM QUALIFICATION AND EXPERIENCE:** Appropriate NQF 7 qualification in Social Sciences or in Solid Waste Management, Environmental Health Science, Traffic / Public Safety or equivalent qualification with accreditation from the South African Qualifications Authority (SAQA). Minimum of at least five (5) years' experience at Senior Management Level and preferably work experience in a complex and vibrant municipal environment. Exposure to a unionized environment will be an added advantage. Sound understanding of community liaison and development. Must have CPMD (Minimum Competency Certificate) OR must complete it within 18 months' period effective from the date of appointment.

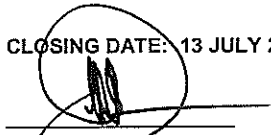
**COMPETENCE SKILLS REQUIRED:** The following competencies as prescribed in the National Treasury Minimum Competency Framework and the COGTA Performance Regulations for Senior Managements are essential: Exceptional strategic leadership and organizational management skills. Technical aptitude and business acumen. Project Management. Excellent verbal and written communication skills. Advanced negotiation skills. Ability to develop, facilitate and maintain strategic partnerships with other spheres of government, other municipalities, strategic stakeholders and role players. Conflict resolution / Problem Solving Skills. Risk and change management skills. Sound understanding of the legal and legislative environment in which local government operates. Computer literacy and possession of a code 08 / EB driver's license.

**KEY PERFORMANCE AREAS:** The successful incumbent will be accountable to the Municipal Manager and will in accordance with the relevant legislation be responsible for municipal facilities, viz, municipal parks and recreational facilities, cemeteries, sport facilities and stadia, community halls, etc. Lead and direct environmental health services, library services, fire services, disaster management function, cleansing and the solid waste function, traffic and protection services activities. Draft and ensure implementation of the Directorate's strategic plan & SDBIP. Prepare and take control of the Directorate's budget. Develop and ensure compliance with municipal policies and By-Laws. Manage and ensure optimum utilization of the staff within the Directorate. Execute any functions delegated by the Municipal Manager.

**NOTE:** All the applications must be made on the Official Application form that can be downloaded on the Municipality website or requested at [www.makana.gov.za](http://www.makana.gov.za) , accompanied by a comprehensive CV together with certified copies of identity document, qualifications, driver's license where required and other documents. Failure to comply with the above will result in disqualification of your application. Competency Assessments and security vetting will be done on all shortlisted candidates. The successful candidate will be required to disclose all financial interests, sign an employment contract and a yearly performance agreement. Canvassing of Councillors or Officials will automatically disqualify any applicant. Applicants who are not invited for an interview should regard their applications as unsuccessful. The Municipality reserves the right not to appoint. The filling of the position will be in line with the Makana Local Municipality Employment Equity Plan. All applications may be hand-delivered or posted to the following address: The Municipal Manager, Makana Municipality 86 High Street, City Hall, Grahamstown or P.O. Box 176, Grahamstown 6140.

**NOTE:** Late / faxed / e-mailed applications will NOT be accepted. Enquiries may be directed to the HR Manager: Ms. P. Qezu @ 046 – 603 6135 [pqezu@makana.gov.za](mailto:pqezu@makana.gov.za) or Director Corporate & Shared Services: 046 603 6103 [xkalashe@makana.gov.za](mailto:xkalashe@makana.gov.za)  
Council reserves the right to NOT fill the position.

CLOSING DATE: 13 JULY 2023



MR. P. M. KATE  
MUNICIPAL MANAGER

