



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

The Makana Municipality invites suitably qualified candidates to apply for the under-mentioned position based in Makhanda. The Makana Municipality is an equal opportunity and Affirmative Action Employer.

**VACANCIES/ IMISEBENZI/BETREKKINGS**  
**EXTERNAL POSITIONS**  
**ADVERTISEMENT**

**POST 1:** 1 X DIRECTOR (Permanent)

**DIRECTORATE:** PUBLIC SAFETY & COMMUNITY SERVICES

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

**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.

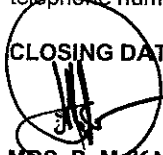
**COMPETENCE SKILLS REQUIRED:** The following competencies as prescribed in the National Treasury Minimum Competency Framework and the COGTA Performance Regulations for Senior Managements are essential: Exceptional strategic leadership and organizational management skills. Technical aptitude and business 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 applications must be made on the Official Application form for Senior Managers that can be downloaded on our website [www.makana.gov.za/residents/download-form](http://www.makana.gov.za/residents/download-form) accompanied by a comprehensive CV together with certified copies of Identity document, qualifications, driver's licence where required and other documents. Failure to comply with the above will result in disqualifying your application. Shortlisted applicants will be screened for criminal records and or any pending criminal cases records or any applicants. The successful candidate will be required to disclose all financial interests, sign an employment contract and a yearly performance agreement. Canvassing of Councillors and Officials will automatically disqualify any application. All applications must be submitted with a detailed CV, certified copies of qualifications, ID document and driver's license, the names and e-mail addresses of three references from current and previous employers and a fully completed official application form as available from the municipal website or the Human Resources Department to be couriered / hand-delivered

to The Municipal Manager, Makana Municipality City Hall, High Street, Grahamstown 6139 or posted to, P.O Box 176, Grahamstown, 6140. **ONLY** hard-copy applications will be considered. Electronic, or Faxed or LATE applications will NOT be accepted. Please note that applicants who have not been contacted after 30 days of the closing date must consider their applications as being unsuccessful. Appointment will be based on the Employment Equity Plan Targets. Enquiries may be directed to The Director: Corporate & Shared Services, Mr. Xolela Kalashe: telephone number 046 603 6103 / email: [xkalashe@makana.gov.za](mailto:xkalashe@makana.gov.za)

**CLOSING DATE: 19 MAY 2023**

A handwritten signature in black ink, appearing to be 'P. M. KATE', is written over a circular stamp. A horizontal line extends from the right side of the signature.

**MRS. P. M. KATE  
MUNICIPAL MANAGER**