

ADVERT

NKOMAZI LOCAL MUNICIPALITY



DIRECTOR SOCIAL SERVICES

PLACE	:	Nkomazi Local Municipality - Malalane in Mpumalanga, Category 4 Municipality
SALARY	:	Total remuneration package will be in terms of Government Gazette No: 47538 dated 18/11/2022.
TYPE OF CONTRACT	:	PERMANENT

Minimum Requirements of the post:

- Bachelor Degree in Social Sciences / Public Administration / Law or equivalent or a relevant post graduate qualification will be an added advantage;
- Minimum of 5 years at middle management level, preferable in Local Government;
- Have proven successful management experience in administration;
- A Certificate in Municipal Finance Management Programme (MFMP) or Certificate Programme in Municipal Development (CPMD). A candidate without MFMP or CPMD will be given 18 months to complete the competency in line with the regulation on an exemption for minimum competency levels.
- Development and management of Parks and Recreation; Nature Conservation; Social Services & Transversal Programmes to Communities in a sustainable manner.
- Develop, implement and manage strategic goals, policies, procedures and plans for the directorate and align them with the strategic objectives of the Municipality.
- Integrate service delivery in the context of the Council's IDP and oversee implementation.
- Manage the directorate's budget planning, implementation and budget review to support priorities and deliverables in relation to the Integrated Development Plan
- Provide advice and support to Council, the Municipal Manager and other office bearers on all functions of the Directorate.
- Knowledge of Local Government sector, legislations, policies, regulations, standards, and procedures.
- Legibility in terms of the competence Framework for Senior/ Section 56 Managers as promulgated by the Minister: Corporate Government and Traditional Affairs
- Extensive and practical knowledge of the Local Government environment.
- Excellent Computer Skills
- Strategic thinking, Planning, Prioritizing and Effective Communication Skills are essential.
- Good knowledge and understanding of relevant policy and legislation;

- Good understanding of institutional governance systems and performance management system applicable to Local Government.;
- Good knowledge of supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000);
- Understanding of Municipal Legislative Framework including, Municipal Systems Act, MFMA, Municipal Structures Act, and other related legislation;
- Added advantage: Registration with the South African Council for Social Service Professional (SACSSP) or similar recognized relevant professional body.
- A valid Drivers' License.

Competencies Required:

- Leading Competencies: Strategic direction and leadership;
- People management; Programme and Project management;
- Financial management; Change management; Governance leadership. Core Competencies: Moral Competence,
- Planning and Organising, Analysis and Innovation, Knowledge and Information Management, Communication and Result and Quality Focus

Key Performance Areas:

- Provide strategic leadership in the Social Services Department of the Municipality.
- Develop and continuously evaluate short, medium and long term strategic organisational governance objectives of the Municipality. Ensure policy development, research and compliance.
- Manage the entire Social Services Directorate.
- Develop and monitor systems, procedures and processes to ensure correct working operations and practices. Coordination of portfolio Committee meetings and business processes and submit reports.
- Development and implementation of the departmental SDBIP.
- Compile and implement departmental budget.
- Give inputs and support towards preparation of IDP to ensure alignment and efficient performance. Formulate creative solutions to enhance cost effectiveness and efficiency in the delivery of services and administration of the Municipality. Assist and support the Accounting Officer with the roles and responsibilities delegated to the Directorate.
- Staff control and discipline.
- Planning, organizing, coordinating, and controlling the activities of various sections within the department.
- Developing and implementing a departmental budget management.
- Developing departmental strategic programmes and operational plans.
- Implementing the Integrated Development Plan (IDP) as well as the strategic goals of the Community Services Department.
- Managing efficient provision of municipal services.
- Ensure municipality complies with all legislation pertaining to financial management.
- Advise the Accounting Officer on the exercise of powers and duties assigned to him/her in terms of the MFMA.
- Compile relevant reports as required by legislations and regulations.

- Implementation of Council resolutions related to the department.

NOTE: Qualification and SA citizenship checks will be conducted on all short-listed candidates. Successful candidates will be subjected to screening and competency assessments. The successful candidate will be required to sign an employment contract before commencement of duty, a performance agreement and disclosure of financial interest. This advertisement is subject to Local Government: Regulation on the appointment and conditions of employment of senior managers 17 January 2014.

Nkomazi Local Municipality is committed to the achievement and maintenance of diversity and employment equity, especially in terms of race, gender and disability. Applicants from these designated groups are encouraged to apply. Interested persons meeting the above-mentioned requirements are requested send application together with a detailed CV and certified copies of qualifications for the attention of the Municipal Manager, Private Bag X101, Malalane, 1320 or hand deliver applications at Nkomazi Local Municipality, 9 Park Street, Civic Centre, Malalane **on or before 26 April 2023 @ 16h00**. No late, faxed or e-mailed applications will be considered. Administrative enquires should be forwarded to Municipal Manager, Mr. XT Mabila at (013) 790 0245 or 082 395 1779.

Please note: should you not hear from us within 30 days from the closing date, please consider your application unsuccessful. The municipality is an equal opportunity and affirmative action employer.

**Mr. XT Mabila
Municipal Manager
Nkomazi Local Municipality**