



Elundini Local Municipality

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## ELUNDINI LOCAL MUNICIPALITY

### NOTICE No 10/2016 - 2017

The Elundini Local Municipality, a category B Municipality incorporating Maclear; Ugie; Mt Fletcher and parts of Tsole and Qumbu with its seat in Maclear seeks to appoint visionary, inspirational, self-driven and suitably qualified individuals to fill the following positions in terms of section 56 of the Local Government: Municipal Systems Act, (Act 32 of 2000)

#### **Director: Planning and Economic Development**

**(5-year performance-based contract)**

**Total Annual Remuneration package: R726 954 (minimum)**

**: R816 803 (midpoint)**

**: R906 651 (maximum)**

**Requirements:** · A Bachelor's degree in Town and Regional Planning/ Development Studies or equivalent qualification · A minimum of 5 years' experience at middle management level · Have proven successful professional development/ Town and Regional planning experience. Good knowledge and understanding of relevant policy and legislation. Good understanding of institutional governance systems and performance management. Good knowledge of supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No 5 of 2000). Knowledge of geographical information systems; and Knowledge of spatial, town and development planning. Certificate in municipal finance in terms of the Municipal Regulations on Minimum Competency Levels as determined by the Local Government: MFMA, 2003 (Act no 56 of 2003,

**Added Advantage:** Project management certificate or diploma. Registration as a Professional Planner in accordance with the Planning Professions Act, 2002, (Act No 36 of 2002)

If you are aware of any instances of fraud and/or corruption within the municipality, these matters may be reported, anonymously, to:

Freecall: 0800 117 844 • Freefax: 0800 007 788 • SMS: 32840 • Email: elundini@tip-offs.com

Freepost: Freepost KZN138, Umhlanga Rocks, 4320

All correspondence must be addressed to the Municipal Manager

**Duties include:** Overseeing and ensuring the effective planning, development, management and implementation of economic development related projects in the areas of tourism, agriculture, forestry, property development, SMME development etc. Overseeing the implementation of local economic development strategy to ensure economic upliftment of communities. Coordinate spatial planning in the municipality and oversee the implementation of SPLUMA and GIS. Plan and oversee the implementation of job creation initiatives. Effectively manage departmental resources · Prepare and manage operational and capital budget of the department · Advise the Municipal Manager and other officials on matters pertaining to the Department Align the Departmental plans and objectives with the municipal integrated development plan and strategic objectives · Plan, draft, monitor and implement IDP · Monitor the implementation of the municipal strategy · Monitor and manage the performance of other officials in the Department ·

### **Director: Infrastructure Planning and Development**

**(5 year performance based contract)**

**Total Annual Remuneration package: R726 954 (minimum)**

**: R816 803 (midpoint)**

**: R906 651 (maximum)**

**Requirements:** · A Bachelor's degree in Engineering/ B Tech: Engineering or equivalent qualification · A minimum of 5 years' experience at middle management level or as a programme /project manager 3 – 4 years must be at professional/ management level. Engineering management experience. Good knowledge and understanding of relevant policy and legislation. Good knowledge and understanding of institutional governance systems and performance management. Must have extensive knowledge of the public office environment. Must be able to formulate engineering master planning, project management and implementation. Certificate in municipal finance in terms of the Municipal Regulations on Minimum Competency Levels as determined by the Local Government: MFMA, 2003 (Act no 56 of 2003,

**Duties include:** Providing of strategic guidance and leadership towards the rendering of engineering services for the municipality (both civil and electrical). Ensuring the development, implementation, monitoring and evaluation of strategies and programmes that work towards the achievement of goals relating to engineering services rendered by the municipality. Overseeing the development of a strategic housing plan and the provision of municipal human settlements services. Oversee the planning and efficient implementation of infrastructure grants. Ensure the efficient management and economical utilization of the municipality's plant and machinery. Prepare and manage operational and capital budget of the department. Improve infrastructure management systems and procedures. Advise the Municipal Manager and other officials on matters pertaining to the department. Align the departmental plans and objectives with the municipal integrated development plan and strategic objectives. Accountable for maintenance and efficient operation of electricity services and roads and storm water drainage. Oversee the enforcement of planning and building regulations to ensure compliance.

Kindly note that candidates will be required to undergo security vetting. The successful candidate will be required to sign an employment contract and a performance agreement annually with the municipality and will be required to disclose his/ her financial interests.

Interested candidates meeting the requirements are requested to forward application letters together with detailed CVs with contactable references, certified copies of all required documentation and must complete the annexure C application form for employment which can be downloaded from the municipality's website ([www.elundini.org.za](http://www.elundini.org.za)) or may be furnished to applicants upon request. Appointment will be made in accordance with the council's employment equity plan. Qualification verification checks will be conducted after the interviews have been conducted. Interviewed candidates will also be subjected to a competency based assessment by an independent assessor. The council reserves the right not to continue with interviews if it feels that no suitable candidate could be found. Full details of any dismissal for misconduct must be provided. Any disciplinary actions whether pending or finalized, instituted against the applicant in his or her current or previous employment. Proof of registration with a relevant professional body. The Elundini Local Municipality is committed to the provisions of the Employment Equity Act no 55 of 1998 for the advancement of previously disadvantaged individuals and people with disabilities.

Correspondence will only be entered into with short-listed candidates. Applicants not contacted within 30 days of the closing date may assume that their applications were not successful. The Council nevertheless appreciates the interest shown by applicants. Faxed and emailed applications will not be accepted.

Applications should be addressed to: -

The Municipal Manager

Elundini Local Municipality

P.O. Box 1

MACLEAR

5480

Applications may also be hand delivered to: -

Municipal offices

No 1 Seller Street

MACLEAR

5480

Tel. No 045 - 9328100

The Closing date for applications: 14 July 2017