



The Municipality of George is a category five (5) secondary city, which comprises the former municipalities of George, Pacaltsdorp, Thembalethu, Wilderness and the surrounding rural areas including Haarlem and Uniondale. As the hub of growth along the picturesque Garden Route, the municipality strives to provide the best possible amenities to its residents, the business community, industry and tourists.

If you comply with the minimum requirements, possess the necessary integrity, good interpersonal skills and an excellent track record, you are invited to apply for the following vacancy:

MUNICIPAL MANAGER (5 Years Contract Appointment)

Ref no: OMM 01/01/22

MINIMUM REMUNERATION PACKAGE	TOTAL	MIDPOINT REMUNERATION PACKAGE	TOTAL	MAXIMUM REMUNERATION PACKAGE	TOTAL
1 277 473		1 511 803		1 698 573	

As the Accounting Officer and Head of Administration, the incumbent will assume overall responsibility for the Strategic Direction and Leadership of the Municipality.

Key Performance Areas

- To carry out the duties of the Municipal Manager, as Head of the Administration, in accordance with the provisions of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000), the Local Government: Municipal Finance Management Act and other applicable legislation
- Provide corporate/strategic leadership
- Ensure allocation, management and optimisation of resources
- To facilitate the development of systems/ strategies to deal with statutory responsibilities/ provisions in accordance with applicable legislation
- To drive organisational performance and sustainability
- To liaise with, consult and advise political office bearers
- Set up systems and procedures to ensure adherence to organisational values
- manage the Municipality and its finances in compliance with relevant legislation
- Manage effective staff utilisation and promote healthy labour relations compliant with relevant labour legislation
- To manage sound stakeholder relations and expectation management.

Requirements

- A Bachelor Degree in Public Administration/ Political Science/ Social Science/ Law, or equivalent qualification which is registered on the National Qualifications Framework at NQF level 7 with a minimum of 360 credits.
- Compliance with the minimum competency requirements for Senior Managers as laid down in Government Notice R493 dated 15 June 2007, as amended by Government Notice 1146 dated 26

October 2018 • Minimum 5 years' relevant experience at a Senior Management level and have a proven institutional transformation record in the public or private sector • The required core competencies as stipulated in Annexures A and B of the Regulations on the Appointment and Conditions of Employment of Senior Managers as promulgated in Government Gazette 37245 dated 17 January 2014 • Advanced knowledge and understanding of relevant policies and legislation • Advanced knowledge and understanding of institutional governance systems and performance management. • Advanced understanding of council operations and delegation of powers. • Proven track record of good governance, audit and risk management, budget and finance management • Ability to be an innovative and strategic leader • Excellent communication and facilitation skills in at least two of the three official languages of the Western Cape • A driver's license and own transport • No criminal record.

Terms and conditions of appointment

A performance-based 5-year fixed term contract of employment, not exceeding one year after the next Local Government elections, to be negotiated, including signing of an employment contract and annual performance agreements in terms of Section 56 of the Municipal Systems Act and declaration of financial interests.

To apply:

Please forward your CV (**not more than 5 pages**), covering letter and details of at least three recent contactable references, together with the **prescribed application form** (fully completed) as provided in Regulation 11 of Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers Gazette No. 37245 to The Manager Human Resources, PO Box 19, George, 6530 or via e-mail: mmapply@george.gov.za. The application form is also available on the website of the municipality: www.george.gov.za

A certified copy of **only your highest qualification** must accompany your application. **No copies of other qualifications must be included at this stage.**

For further details please phone the Executive Mayor: Alderman Leon Van Wyk (044) 801 9052.

Closing date for applications is at **16:00 on 11 February 2022 in line with Regulation 10(3)(k)**. Late applications will not be considered. Canvassing of Councillors for the purpose of being appointed is not permitted, and proof thereof will result in automatic disqualification.

General: • The successful applicant will be signing an employment contract, performance agreement and disclosure of financial interest • The Municipality reserves the right to not make an appointment • Candidates must be willing to be subjected to an interview and evaluation process (over two days) • Candidates invited for selection are responsible for their own travelling and accommodation costs • Applicants must be willing to provide permission for qualifications, credit and criminal record verification • If you have not received feedback within 2 months of the closing date, please accept that your application was unsuccessful.