

HANTAM MUNICIPALITY



RE-ADVERTISEMENT FOR VACANT POSITION **NOTIFICATION NO: MM 06/2024-25**

MUNICIPAL MANAGER

(FIXED TERM PERFORMANCE-BASED EMPLOYMENT CONTRACT FOR A PERIOD NOT EXCEEDING ONE YEAR AFTER THE ELECTION OF THE NEXT COUNCIL OF THE MUNICIPALITY)

TOTAL COST REMUNERATIONS PACKAGE: AS PRESCRIBED IN THE UPPER LIMITS OF TOTAL REMUNERATION PACKAGES PAYABLE TO MUNICIPAL MANAGERS AND MANAGERS DIRECTLY ACCOUNTABLE TO MUNICIPAL MANAGERS (NOTICE NO. 4897 OF THE GOVERNMENT GAZETTE NO. 50727 OF 30 MAY 2024)

SALARY PACKAGE:

MINIMUM	MIDPOINT	MAXIMUM
R 1 072 071	R 1 174 060	R 1 291 466

A rural allowance of 10% of the annual salary is payable.

THE SUCCESSFUL INCUMBENT SHALL BE EXPECTED TO SIGN AN EMPLOYMENT CONTRACT, PERFORMANCE AGREEMENT AND A DISCLOSURE OF FINANCIAL INTEREST FORM. THE CANDIDATES RECOMMENDED FOR APPOINTMENT TO THE POST MUST UNDERGO A COMPETENCY ASSESSMENT.

1. The Municipal Manager, as Accounting Officer and Head of Administration, is responsible for the overall performance and the management of the municipality to ensure that the objectives of the municipality are achieved and will be based at the Head Office in Calvinia.
2. Core functions of the post: As is provided for, but not limited to, the provisions of The Local Government: Municipal Systems Act, No 32 of 2000, The Local Government Municipal Finance Management Act, NC 56 of 2003 and as prescribed in Local Government Competency Framework for Senior Managers as published under Government Notice No. 21 in Government Gazette No 37245 of 17 January 2014. Compliance with the amended requirements as contained in the Regulation for Minimum Competency Levels, Notice No. 1146, Government Gazette no. 41996 of 26 October 2018 or the ability to complete it within 18 months. Failure to comply with this will result in automatic termination of service within 1 (one) month after expiration of this period
3. Minimum qualifications, work-related experience and knowledge and competency framework: BA-degree in Public Administration/Political Science/Social Science/Law or equivalent as contained in Notice No. 21, Government No.37245 of 17 January 2014. The applicant must have a minimum of five (5) years relevant experience at senior management level and have proven successful institutional transformation within public or private sector. The applicant must be computer literate and have a valid driver's license and his/her own roadworthy vehicle.
4. All applications must include: a detailed CV, certified copies of qualifications, certified identity document, certified driver's license and the names of three references (with their e-mail addresses) from current and previous employers and a fully completed Hantam Local Municipality application form for Senior Managers, which is available on the municipal website. Your application can be sent to The Mayor, Hantam Local Municipality, 20 Dr Nelson Mandela Street, Calvinia and any enquiries can be directed to Ms. E. de Wet on 027-3418500. All applications should reach our offices on or before **Monday 14th October 2024**.
5. ONLY hard-copy applications will be considered - no electronic or faxed applications will be accepted.
6. PLEASE note that qualifications, employment background check and a security vetting (criminal check) will be done for all successful candidates.
7. Correspondence will be limited to shortlisted candidates only. Should you not be contacted within 30 days of the closing date, please consider your application unsuccessful.
8. Canvassing of Council members or any member of the Appointment Committee will immediately disqualify applicants. Hantam Local Municipality is an equal opportunity employer and respects the provisions of the Employment Equity Act.
9. The municipality respects the conditions of the Protection of Personal Information Act. By submitting your information and application you confirm that the information you have provided to us is true, up to date and correct.
10. Hantam Local Municipality reserves the right not to appoint or fill the advertised post.

CLOSING DATE: MONDAY 14TH OCTOBER 2024.

Cllr. K. Alexander
MAYOR