

## LEJWELEPUTSWA DISTRICT MUNICIPALITY



Lejweleputswa District Municipality hereby invites suitable and qualified individuals to apply for the external undermentioned position.

Candidates who wish to be considered for a post, must post/or hand deliver their applications and completed, comprehensive CV's directly to the Municipal Manager Lejweleputswa District Municipality.

**PLEASE NOTE THAT CV'S RECEIVED AFTER THE CLOSING DATE WILL NOT BE CONSIDERED**

Lejweleputswa District Municipality subscribes and promotes the principles of the Employment Equity Act, as such Affirmative Action measures and Employment Equity Targets will be considered when appointments are made. Certified copies of highest educational qualifications must accompany the application.

Please note that if you do not receive any correspondence from the Municipality, regarding your application, within 30 days after the closing date of this advertisement, you should regard your application as unsuccessful.

## OFFICE OF THE MUNICIPAL MANAGER

### EXECUTIVE MANAGER: ENVIRONMENTAL HEALTH SERVICES & DISASTER MANAGEMENT

**Remuneration package: R857 571 (minimum); R980 082 (midpoint); R1 102 590 (maximum) per annum all-inclusive  
(as determined by Notice NO: 40118 of 2016 on upper limits for Senior Managers for a Category 3 Municipality)  
(5 year fixed-term contract performance-based contract)**

Reporting to the Municipal Manager, the Executive Manager: Environmental Health & Disaster Management will be the custodian of Environmental Health Management, Disaster Management and Solid Waste Management. The position operates at a strategic level; the incumbent will assume overall responsibility for strategic direction and leadership of the afore-mentioned Directorates.

**Requirements:** • A Bachelor's degree or BTech in Social Science/Public Administration • Certificate in Municipal Financial Management Programme as prescribed by National Treasury, Government Gazette No 29967 dated 15 June 2007 will be an added advantage • 5 years' experience in a Senior Management position at Local Government level/public service • Extensive knowledge and understanding of Environmental Health and Disaster Management Functions • An understanding of legislation related to environmental health, disaster management and solid waste management • Extensive planning and management skills • Good interpersonal skills • Negotiation skills • Conceptual and analytical skills • Excellent communication and report-writing skills • Extensive knowledge and understanding of local government – related legislation • Knowledge and understanding of MS Word, Excel and PowerPoint • A valid driver's licence.

**Skills and competencies:** • Good knowledge and understanding of relevant policy and legislation and Council's operations • Strategic leadership and management • Strategic financial management • Governance, ethics and values in the public sector • People management • Programme and project management • Change leadership • Presentation Skills.

**Key performance areas:** • Manage the entire Environmental Health and Disaster Management Directorates and provide advice on Local Government legislative prescripts • Undertake strategic planning, organising, leadership and control of all activities of the Directorate • Draft and control the Directorate's activity-based budget • Develop and implement the Directorate's SDBIP, as well as lead and direct staff to ensure implementation • Develop strategies that enhance service delivery in the Municipality and promote good relations and participation of beneficiaries • Be responsible for all assets, income and expenditure related to the Directorates • Ensure that Environmental Health and Disaster Management services are provided to the local community in an equitable manner, taking into consideration quality, cost and time • Consult the local community about Environmental Health and Disaster Management services within area of responsibility • Support municipal strategy.

**Please note:** Due to the large number of applications we envisage to receive, applications will not be acknowledged. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application unsuccessful. Qualifications and SA citizenship checks will be conducted on all shortlisted candidates. It is the applicant's responsibility to have foreign qualification evaluated by the South African Qualification Authority (SAQA) and to attach proof thereof. The Municipality subscribes to and promotes the principles of employment equity and affirmative action. The Council reserves the right not to make an appointment if, in its view, no suitable candidate could be found. Only candidates who meet the above-mentioned competencies will be shortlisted. Candidates should note that some of the above-mentioned competencies may at the discretion of the Council be formally assessed as part of the selection process. Successful candidates will be subjected to qualification verification, security vetting and criminal records checking. The successful candidates will be required to sign an employment contract before commencement of duty, a performance agreement contract and disclosure of financial interest within 60 days of appointment. Advertisement of these posts is subject to Local Government Regulation on the appointment conditions of employment of Senior Managers of 17 January 2014.

Interested persons meeting the above-mentioned requirements are requested to complete Annexure C form as stipulated on the Local Government regulations: Municipal Systems Act (Act No 32 of 2000) as amended, which is accessible on the following website: [www.gpwonline.co.za](http://www.gpwonline.co.za) and at the municipal offices and forward this, together with a comprehensive Curriculum Vitae (CV), certified copies of qualifications and driver's license to the Municipal Manager, Ms. PME Kaota, Lejweleputswa District Municipality, PO Box 2163, Welkom 9460, or hand deliver applications at the Municipal Building, corner Tempest & Jan Hofmeyr Roads, Jim Fouché Park, Welkom 9460.

**Faxed, e-mailed and late applications will not be considered.**

**Enquiries :** Municipal Manager, Me. PME Kaota  
**Email :** [mm@lejwe.co.za](mailto:mm@lejwe.co.za)  
**Tel :** 081 491 1626  
**Closing date :** 15 January 2021

**PME KAOTA**  
MUNICIPAL MANAGER