ANNEXURE S

PROVINCIAL ADMINISTRATION: NORTHERN CAPE
DEPARTMENT OF CO-OPERATIVE GOVERNANCE, HUMAN SETTLEMENTS AND TRADITIONAL AFFAIRS

APPLICATIONS: All applications must be forwarded to: The Acting Executive Manager, Department of Co-operative Governance, Human Settlements and Traditional Affairs, Private Bag X5005, Kimberley, 8300 or hand delivery to: JS du Plooy Building, 9 Cecil Sussman Road, Kimberley.

FOR ATTENTION: Ms. E.S.D Boboko, Human Resources Tel No: (053) 830 9461

CLOSING DATE: 27 September 2019

NOTE: Applications must be submitted on a Z83 form with a copy of a comprehensive CV, certified copies of qualifications and ID document as well as a Drivers Licence in order to be considered. Note: Copies of certified documents will not be accepted – all copies must be originally certified in the past 3 months. The Department of Co-operative Governance, Human Settlement and Traditional Affairs is an equal opportunity, affirmative action employer. It is our intention to promote representivity (race, gender and disability) in the department through the filling of posts and candidates appointment/transfer will promote representivity will receive preference. It is the applicant’s responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Correspondence will be limited to successful candidates only. If you have not been contacted within 3 months after the closing date of the advertisement, please accept that your application was unsuccessful. Short-listed candidates will be subjected to the following: a technical exercise that intends to test relevant technical elements of the job, screening and security vetting to determine their suitability for employment, including but not limited to: Criminal records, Citizen Status, Credit worthiness, Previous employment (reference checks) and Qualification verification. The person appointed to this position will be subjected to a competency assessment test and the signing of a performance agreement and an employment contract (once appointed). The Department reserves the right not to make an appointment.

MANAGEMENT ECHELON

POST 33/285: CHIEF DIRECTOR REF NO: CG (CD) 1/2019

Directorate: Co-operative Governance

SALARY: R1 251 183 per annum (Level 14) (All-inclusive package)

CENTRE: Kimberley

REQUIREMENTS: An appropriate B-degree or equivalent qualification at NQF level 7 in Local Government or Development Studies. At least 10 years relevant experience in Local Government and 5 years’ experience at Senior Management level is a prerequisite. Sound knowledge of Municipal legislation framework. Research (methods and practices). Excellent interpretation of policies and legislation, Information management, Public Service related legislation and regulations, PFMA, MFMA and other related policy prescripts. Extensive leadership and strategic management skills, Communication and interpersonal skills, Networking and people skills, Planning and organizing skills and Programme/Project Management planning skills, Policy analysis and development, Innovation and Creativity, Complex report writing skills, Financial management, Change management, Knowledge management, Service delivery innovation, Problem solving and analysis, People management empowerment, Client orientation and customer focus, Honesty and integrity.

DUTIES: To ensure sustainability of the improvements instituted in the municipalities by monitoring their progress. Manage and co-ordinate the municipal infrastructure development. To manage municipal audit outcomes and to co-ordinate disaster management in the province. Facilitate and co-ordinate development and municipal planning. To manage Municipal Compliance, Public Participation and Community Works Programme. To manage and monitor the implementation of Municipal operation clean audit. To manage Back to Basics and be responsible for the implementation of Outcome 9 and Programme of Action. To promote and facilitate viable and sustainable Local Governance. To provide management and support services to Local government within the regulatory framework. To promote Integrated Development Planning (IDP) and facilitate the development of credible and simplified IDPs. Improve and support performance and property valuations.
ENQUIRIES:
Acting Executive Manager: Mrs. E.S.D. Boboko at Tel No: (053) 830 9461