



ADVERTISEMENT

Dr Ruth Segomotsi Mompoti District Municipality situated in **Vryburg, North West Province**, strives to progressively provide quality and sustainable services to all its communities and develop the region optimally. To manage this process, appropriately qualified and experienced persons are invited to apply for the following positions:-

SENIOR MANAGER: PLANNING AND DEVELOPMENT (FIVE YEAR FIXED TERM PERFORMANCE BASED CONTRACT) TO BE STATIONED IN VRYBURG

Total remuneration package will be in terms of Government Gazette No. 42023, dated 08 November 2018 (i.e. Minimum R811 416; Midpoint R911 704 and Maximum R1011 991 per annum)

REQUIREMENTS:

- B. Degree in Building Science/Architect/Bachelor's Degree in Town and Regional Planning or Development Studies or equivalent.
- Registered as professional planner will be an added advantage
- Five (5) years relevant experience at middle management level; and have proven successful professional Development/Town and Regional Planning experience.
- Certificate in Municipal Finance Management or Certificate Program in Municipal Development (CPMD) will be an added advantage or the successful candidate who does not have the CPMD must complete the CPMD within eighteen (18) months from the date of appointment, in accordance with Government Notice, No. 91 of 3 February 2017, as promulgated in Government Gazette No. 40593, failing which the appointment is automatically terminated one month after the applicable period.
- Recommended candidates must undergo competency assessment
- Valid driver's licence and NO criminal record.
- The need for signing of an employment contract, a performance agreement and disclosure of financial interest

KNOWLEDGE

- 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
- Budget and financial management
- Ability to be an innovative and strategic leader.
- Good facilitation and communication skills

KEY PERFORMANCE AREAS

The expected incumbent will be reporting directly to the Accounting Officer; Responsible for the co-ordination, planning and provision of development guidelines for land usage and zoning; Development of Integrated Development Plan; Monitor the implementation of institutional performance management and the implementation of Performance Management Framework; Responsible for Spatial Planning and Land Use Management;

Developing and Managing GIS; Assist local municipalities in providing strategic leadership for the need for formal and informal housing project; Align the district spatial vision to that of National Development Plan 2030; Ensure that the district municipality and its locals subscribe to the national spatial development perspective for the promotion of economic growth and employment creation; Ensure the promotion of urban integration and urban infilling; Oversee and manage smooth running of activities in the Directorate and cross-border integration service; Manage, revise and implement policies, procedures and by-laws; Ensure that the approved budget is executed in line with the service delivery and budget implementation plan (SDBIP) for the directorate of Planning and Development.

**INTERNAL AUDIT SHARED SERVICES
CHIEF AUDIT EXECUTIVE
(FIVE YEAR FIXED TERM PERFORMANCE BASED CONTRACT)
TO BE STATIONED IN VRYBURG**

Total remuneration package will be in terms of Government Gazette No. 42023, dated 08 November 2018 (i.e. Minimum R811 416; Midpoint R911 704 and Maximum R1011 991 per annum)

Requirements:

- B. Degree in Auditing and/or Accounting. At least five (5) years in middle management or equivalent.
- professional designation will be an added advantage
- Certificate in Municipal Finance Management or Certificate Program in Municipal Development (CPMD) will be an added advantage or the successful candidate who does not have the CPMD must complete the CPMD within eighteen (18) months from the date of appointment, in accordance with Government Notice, No. 91 of 3 February 2017, as promulgated in Government Gazette No. 40593, failing which the appointment is automatically terminated one month after the applicable period.
- Valid driver's licence and NO criminal record.
- Recommended candidates must undergo competency assessment.
- Professional designation such as Certified Internal Auditor and other relevant Membership of the Institute of Internal Auditors will be an added advantage
- Knowledge relevant computer packages.
- Interpersonal and Leadership skills, excellent communication and possession of a High level of personal and professional ethics and understanding of the risk management processes and practices.

KNOWLEDGE

- 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)
- Budget and financial management
- Ability to be an innovative and strategic leader.
- Good facilitation and communication

Key Performance Areas:

Direct, supervise and manage the activities of internal audit shared service. Develop strategic audit plans for all municipalities. Establish risk-based plans for each municipality to determine the priorities of the internal audit shared service, consistent with the municipality's goals. Control the internal audit budget to ensure that the internal audit shared service is adequately resourced for effective functioning. Develop recruitment, placement, training and staff retention programme to ensure that appropriate skills are available. Ensure the

activities of the internal audit shared service is guided, monitored and supervised at each level of operation to ensure that they are consistently performed in accordance with the International Standards for the Professional Practice of Internal Audit. Co-ordinate the activities of the internal audit shared service with other assurance providers. Ensure the effective functioning of the Audit and Performance Committee. Report administratively to the Municipal Managers and functionally to the Audit and Performance Committee.

Conduct special investigations at the request of management and municipal councils of respective municipalities. Liaise, co-ordinate, establish and maintain good relations at executive level with internal and external stakeholders on audit related matters. Establish policies and procedures for the Internal Audit Share Services,

Ensure that all Local Municipalities within the district comply with legislation

Manage the compilation of the strategic and annual plans in relation to the IDP Provide advice, and opinion regarding the organization's efficiency and effectiveness in risk management, internal control, governance processes and performance management. Audit protection and performance of the district municipality and its locals. Assist municipalities in the implementation and upgrading of internal controls for quality assurance liaison at executive level with relevant stakeholders. Manage the directorate budget planning, implementation and budget review to support priorities and the deliverables. manage audits and administrative function in the District Municipality and its Locals .Ensure that all Local Municipalities within the district comply with the relevant legislation . Manage the compilation of the strategic and annual plans in relation to the IDP , performance continuous risk assessment for the entire district. Conduct special investigations at the request of management and municipal councils of respective municipalities. Report to the Municipal Manager and Share Service Audit Committee .Audit protection and performance of the district municipality and its locals .Assist municipalities in the implementation and upgrading of internal controls for quality assurance liaison at executive level with relevant stakeholders .Manage the directorate budget planning implementation and budget review to support priorities and the deliverables.

**SENIOR MANAGER: ENGINEERING/TECHNICAL SERVICES
(FIVE YEAR FIXED TERM PERFORMANCE BASED CONTRACT)
TO BE STATIONED IN VRYBURG**

Total remuneration package will be in terms of Government Gazette No. 42023, dated 08 November 2018 (i.e. Minimum R811 416; Midpoint R911 704 and Maximum R1011 991 per annum)

REQUIREMENTS:

- Bachelor of Science Degree in Engineering/B.Tech Engineering; or equivalent.
- Five (5) years relevant experience at middle management level or as programme/project manager;
- 3 - 4 years must be at professional / management level engineering management experience;
- The need for signing of an employment contract, a performance agreement and disclosure of financial interest
- Certificate in Municipal Finance Management or Certificate Program in Municipal Development (CPMD) will be an added advantage
- The need to undergo security vetting
- The need to undergo competency assessment test
- Valid driver's licence and NO criminal record.

KNOWLEDGE

- 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; and
- Must be able to formulate engineering master planning, project management and implementation
- Budget and financial management
- Ability to be an innovative and strategic leader.
- Good facilitation and communication skills in at least two of the three official languages
- Certificate of competency as required in terms of the General Machinery Regulations, 1988 will be an added advantage, or
- Registration with a recognised relevant engineering professional body will be an added advantage,

KEY PERFORMANCE AREAS

The incumbent will be responsible for the following: To manage the Engineering, Project Management Unit of the Municipality; Assist the CFO to compile annual Project Budgets; Assist the Council to draw up and implement annual Strategic Plans; Ensure effective service delivery to all its consumers and stakeholders and ensure compliance of all Water Service Providers (WSP); Ensure Water and Sewer effluent quality compliance to adhere to the DWA 's Blue Drop and Green Drop requirements respectively; Ensure implementation of the Council 's Free Basic Services (FBS) Policy; Prepare progress reports for Portfolio and Mayoral Committees for sub-mission to the Council for approval; Ensure that all required licensing and permitting of all raw water abstraction and sewer effluent will be done and uphold; Ensure that the Water Service Development Plan (WSDP), By-Laws and tariffs are regularly updated; Approved technical reports of water, sanitation and roads projects in

alignment with the respective Municipal IDP's and the Regional Provincial growth and development plans; Ensure that all projects are implemented using the EPWP principles; Ensure compliance of all legal aspects and conditions, required from the different sphere of Government; Ensure effective and implementation of all Council Project; Manage contract administration of all implemented projects; Manage and control the approved Budgets of the Engineering and Technical Services Department; Maintain Project Performance data on a National Database; Assist with related Municipal infrastructure programmes.

**SENIOR MANAGER: CORPORATE SUPPORT SERVICES
(FIVE YEAR FIXED TERM PERFORMANCE BASED CONTRACT)
TO BE STATIONED IN VRYBURG**

Total remuneration package will be in terms of Government Gazette No. 42023, dated 08 November 2018 (i.e. Minimum R811 416; Midpoint R911 704 and Maximum R1011 991 per annum)

REQUIREMENTS:

- Bachelor's Degree in Public Administration/ Management Sciences/ Law; or equivalent.
- Five (5) years relevant experience at middle management level,
- Have proven successful management experience in administration
- The need for signing of an employment contract, a performance agreement and disclosure of financial interest
- Certificate in Municipal Finance Management or Certificate Program in Municipal Development (CPMD) will be an added advantage.
- The need to undergo security vetting
- The need to undergo competency assessment test
- Valid driver's licence and NO criminal record.

KNOWLEDGE

- Good knowledge and understanding of relevant policies and legislations
- Good understanding of institutional governance systems and performance management
- Good knowledge of corporate support services, including:
Human Capital Management; Legal services; Facilities and Records Management; Information Communication Technology and Council support
- Good knowledge of supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000)
- Good governance
- Labour Relations Act, and other labour related prescripts
- Legal background and human capital management
- Knowledge of coordination and oversight of all specialised support functions
- Budget and financial management
- Ability to be an innovative and strategic leader.
- Good facilitation and communication skills in at least two of the three official languages

KEY PERFORMANCE AREAS

Managing and Controlling various line functions within the Directorate, such as Human Resources, Council Support, Corporate strategy, Information Technology and Communications, and Security Services; Leading, directing and managing staff within the Department so that they are able to meet their objectives; Staff control and discipline; Rendering Support by advising and overseeing all matters of procedures relating to minutes and resolutions of the council committees; Planning, organising, coordinating and controlling the activities of management and administration section; Providing support to political

office-bearers; Managing and controlling the compilation and execution of the departmental capital and operating budget; Executing any function delegated by the Municipal Manager in terms of powers and delegations in the relevant legislation and related to the functions of this post; Administering records/archives registry, skills development, legal matters and employment equity; Overseeing the execution of the IDP Programmes attached to the Department and monitoring individual performance management; Developing, implementing Collective Agreements and managing strategic goals, policies, procedures and plans aligned with strategic goals of the district municipality through cooperation and innovation teamwork; Ensuring proper administration of Council Delegation System; Providing secretarial services to Council and its Committees.

**MANAGER: COMPLIANCE (T16)
MUNICIPAL MANAGER 'S OFFICE**

Salary: R542 897.44 pa

Requirements: Appropriate Bachelor's degree preferably in law and/or public administration or equivalent qualification. Knowledge local government laws and legislation is essential. Knowledge and understanding of the new regulatory framework impacting in Local Government Sector, such as Municipal System Act, Municipal Finance Management Act, etc, as well as knowledge of contract management. Administrative and communication skills as well as strong negotiation. Computer Literacy, Driver's License. 3-5 years' experience in local government.

Responsibilities: Developing and implementing an effective strategic, legal, performance and financial compliance system. Educating and training employees on compliance measures. Ensure compliance with all financial and non-financial management policies. Manage compliance with legislation and council resolutions. Enforcing compliance with council policies, regulations and legislation. Provide advisory services to council and management. Ensuring high ethical standards in the municipality. Manage implementation of contracts. Liaise with other government departments regarding compliance matters. Coordinates procedures and processes monitoring compliance and, conducting investigations and risk analysis to determine the extent of variation or non-conformance to statutory requirements, policies and procedures, preparing and presenting comments and opinions and providing guidance on the interpretation of principles to enable re-alignment of functions and responsibilities ensuring the activities of Municipality are conducted and concluded in a credible manner.

Enquiries can be directed to the Municipal Manager, Mr. J Mononela at: 053-928 6400.

Applications accompanied by a comprehensive CV, A prescribed Application Form for Employment for senior management; certified copies of qualifications and professional registration including a copy of valid driver's license are to be directed to:

The Municipal Manager OR
Human Resources Office
Dr Ruth S Mompoti District Municipality
P.O. BOX 21
VRYBURG
8600

The Municipal Manager
Human Resources Office
Dr Ruth S Mompoti District Municipality
50 Market Street
VRYBURG
8600

Closing date: 01August 2020

NB: Applicants are required to complete the prescribed Application Form for Employment obtainable from www.rsmompatidm.gov.za. Dr Ruth S Mompoti District Municipality subscribes to the principles of Employment Equity Act. Please note that facsimiles or e-mails will not be accepted and canvassing, lobbying for positions will automatically disqualify applications. The District Municipality reserves the right NOT to appoint should a need arise. Correspondence will be limited to shortlisted candidates who will be subjected to competency assessment tests; security screening and vetting