EMALAHLENI LOCAL MUNICIPALITY

NOTICE NO: HR 07/2025

ADVERTISEMENT OF POSITION

Emalahleni Municipality is a Grade 2 municipality comprising of Indwe, Dordrecht and Cacadu with its seat in Cacadu. Emalahleni Municipality is an equal opportunity employer and subscribes to the principles of employment equity. The Municipality invites suitable qualified candidates to apply for the following positions:

African Males and people with disabilities are encouraged to apply for the filling of the following position:

SALARY: Total remuneration package will be in terms of Upper limits of total remuneration packages payable to Municipal Managers and Managers directly accountable to Municipal Managers, Government Gazette No. 48789, dated 14 May 2024.

Reporting directly to the Municipal Manager, the following appointment will be made in line with sections 56 of the Local Government Municipal System Act 32 of 2000 as Amended and relevant Local Government Regulations applicable to the appointment of Senior Managers. Appointment will be a permanent employment contract, subject to acceptable conduct and performance during the term.

1. DIRECTORATE INFRASTRUCTURE DEVELOPMENT & HUMAN SETTLEMENTS

1.1 DIRECTOR INFRASTRUCTURE DEVELOPMENT & HUMAN SETTLEMENTS

MINIMUM COMPETENCY REQUIREMENTS:

- **Bachelor's Degree** in Engineering/B Tech in Engineering or equivalent.
- **5 Years'** experience at **Middle Management Level, or as programme manager** in a Local Government or Municipal Environment, and
- **3-4 Years** must be at professional or managing engineering services
- Valid driving license

KNOWLEDGE

- Good knowledge and understanding of relevant policy and legislation.
- Good knowledge and 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).
- Must have extensive knowledge of public services environment, and
- Must be able to formulate master planning, project management and implementation.
- Computer Literacy (MS: Word, PowerPoint, Excel, Internet, and Email).
- Certificate in Municipal Finance Management (MFMP) or Certificate in Management Development for Municipal Finance (CPMD) in line with minimum competency requirements as per Notice R493 in Government Gazette 2996 of 15 June 2007. Applicants who have not attained the aforesaid competencies will be expected to attain them within the timeframes specified in Notice no 91 Government Gazette 405 0f 3 February 2017.
- Certificate of competency as required in terms of the General Machinery Regulations, 1998 will be an **added advantage** or,
- Registration with a recognised relevant engineering professional body will be an **added advantage**.

KEY RESPONSIBILITIES AREAS

- Developing, Implementing, monitoring, and controlling capital projects and contract administration.
- Accountable for planning, maintenance, and control of efficiency in operating Municipal Electricity Services.
- Ensuring IDP Strategic Objectives, Budget and SDBIP of the department and municipality are implemented.
- Ensuring legal compliance with the Occupational Health and Safety Act and other relevant legislations.
- Managing Labour Intensive Projects in line with the Extended Public Works Programme framework and reporting requirements.
- Managing related Municipal Infrastructure Grant (MIG) Programs.
- Accountable for development and maintenance of municipal roads and infrastructure.
- Monitoring performance of all staff in the directorate.
- Monitoring adherence to all Municipal By-Laws.

NB: Shortlisted candidates will be subjected to competency assessments and security vetting. Appointed Candidate will be required to sign a Performance Agreement and will be required to disclose financial interests.

APPLICATION PROCESS

All applications must be submitted with a detailed CV, certified copies of qualifications, certified identity document, certified driver's license and the names of three contactable references (with their e-mail addresses) from current and or previous employers and a **fully completed official application form for senior managers**, as available from the municipal website www.emalahlenilm.gov.za,. Applications not accompanied by the required documentation will not be considered. The Council reserves the right not to continue with the interviews and appointments if no suitable candidate is found.

Emalahleni Municipality is an equal opportunity employer with a firm commitment to employment practices irrespective of race, gender, and disability.

Faxed or e-mailed applications will not be accepted.

Correspondence will only be entered into with short-listed candidates. Applicants not contacted within 30 days of the closing date may safely assume that their applications were not successful. The Council nevertheless appreciates the interest shown by applicants. **Enquiries can be made with HUMAN RESOURCES MANAGER, Mr. Zamuxolo Mbotyi, at 066 2180718 Mbotyiz@emalahlenilm.gov.za** during office hours. **(08H00 to 16H30)**

Applications should be addressed to:
Physical Adress
37 Indwe Road
Emalahleni Local Municipality
Cacadu
5410

Late applications will not be considered, therefore post delays must be considered by the applicant.

The closing date for applications is 05th June 2025 Cacadu Municipal Offices.

MS POB MAKOMA
MUNICIPAL MANAGER

14/05/25
DATE