

RUSTENBURG LOCAL MUNICIPALITY



EXTERNAL ADVERTISEMENT

“A World Class City where all communities enjoy the high quality of life”.

The Rustenburg Local Municipality seeks to fill the following vacancy within the Directorate Rustenburg Rapid Transport. **Disabled applicants, who meet the stated requirements of the position, are encouraged to apply.**

1. DIRECTORATE: ROADS & TRANSPORT

1.1 DIRECTOR: ROADS AND TRANSPORT (REF: RRT 1.1)

FIVE YEAR FIXED TERM CONTRACT

Total remuneration package will be in terms of Government Gazette No. 43122, dated 20 March 2020 (i.e. Minimum R 1 055 080 Midpoint R1 241.269 and Maximum R 1 427. 459 / annum) the incumbent will be reporting to the Municipal Manager.

Requirements:

- A Bachelor's degree in Transport Economics or Transport Management
- A Certificate in Municipal Finance Management Program (MFMP) in terms of the 2007 Municipal Regulations on Minimum Competency Levels or should be attainable within eighteen (18) months from date of appointment.
- 7 years applicable experience, of which 3 years must be at senior management level, plus a valid driver's licence.
- Five years Project management experience.
- Registration with relevant professional body
- Computer literacy

Knowledge and Skills

- Advanced knowledge and understanding of relevant policy and Legislation
- Advanced understanding of institutional governance systems and performance management
- Advanced understanding of Council operations and delegated powers
- Budget and finance management
- Ability to be an innovative and strategic leader
- Strategic leadership and Management, Governance, Ethics and values in Financial Management, stakeholders Relations and Supply Chain Management.

Duties and Responsibilities

- Manage and Direct the Roads and Transport Directorate.
- Establish an effective structure and processes of the Directorate.
- Ensure compliance with all statutory requirements.
- Compile reports on the functioning of the Directorate.
- Implement effective capacity building programmes to enhance the professional and technical capacity of the Directorate.
- Good knowledge of supply management regulations and preferential procurement policy framework act.
- Strategic leadership and Management, Governance, Ethics and values in Financial Management, stakeholders Relations and Supply Chain Management.
- Ensure effective planning and execution of Roads and Transport related projects whilst maximising on job creation opportunities.
- Willingness to work long hours and under pressure.

1.2 DIRECTOR: CORPORATE SUPPORT SERVICES (Ref. RLM DCS-1.2)

Salary: FIVE YEAR FIXED TERM CONTRACT

Total remuneration package will be in terms of Government Gazette No. 43122, dated 20 March 2020 (i.e. Minimum R 1 055 080 Midpoint R1 241.269 and Maximum R 1 427. 459 / annum) the incumbent will be reporting to the Municipal Manager.

Requirements:

- Bachelors Degree in Public Administration/Management Services/Law

- A Certificate in Municipal Finance Management Program (MFMP) in terms of the 2007 Municipal Regulations on Minimum Competency Levels or should be attainable within eighteen (18) months from date of appointment.
- 7 years applicable experience, of which 3 years must be at senior management level, plus a valid driver's licence.
- Proven successful management experience in Administration.
- Understanding of the Municipal Systems Act, Municipal Structures Act, Municipal Finance Management Act etc.

Knowledge & Skills:

- Good knowledge and understanding of relevant policies and legislation governing Local Government.
- Good knowledge of Performance Management System.
- Good knowledge of supply management regulations and preferential procurement policy framework act.
- Strategic leadership and Management, Governance, Ethics and values in Financial Management, stakeholders Relations and Supply Chain Management.
- Planning and organising skills
- Interpersonal skills,
- Computer literacy,
- Sound knowledge of Labour Relations, Human Resource Management principles and practices.
- Knowledge of legal principles and discipline.
- Willingness to work long hours and under pressure.

Duties:

- Required to lead and direct the Directorate: Corporate Support Services, which is responsible for Human Resources Management, Administrative Support, Occupational Health and Safety and Information Technology functions.
- Ensure the provision of Optimum Human Resource Management and Development.
- Ensures the provision of effective and efficient Information Technology Management Services.
- Ensures the provisioning of general Administrative Services.
- Ensures the compliance of the Occupational Health and Safety, and Compensation of Occupational Injuries and Diseases Act.
- Provision of Organisational Design and Development Services.

3. DIRECTORATE: TECHNICAL AND INFRASTRUCTURE SERVICES

3.1 DIRECTOR: TECHNICAL AND INFRASTRUCTURE SERVICES (REF: DTIS 3.1)

FIVE YEAR FIXED TERM CONTRACT

Total remuneration package will be in terms of Government Gazette No. 43122, dated 20 March 2020 (i.e. Minimum R 1 055 080 Midpoint R1 241.269 and Maximum R 1 427. 459 / annum) the incumbent will be reporting to the Municipal Manager.

Requirements:

- A Bachelor of Science Degree in Engineering or Btech: Engineering.
- A Certificate in Municipal Finance Management Program (MFMP) in terms of the 2007 Municipal Regulations on Minimum Competency Levels or should be attainable within eighteen (18) months from date of appointment.
- 7 years applicable experience, of which 3 years must be at senior management level, plus a valid driver's licence.
- Certificate of competency as required in terms of the General Machinery Regulation of 1998 or Registration with a recognised engineering professional body.

Knowledge and Skills

- Advanced knowledge and understanding of relevant policy and Legislation
- Advanced understanding of institutional governance systems and performance management
- Advanced understanding of Council operations and delegated powers
- Good knowledge of supply management regulations and preferential procurement policy framework act.
- Ability to be an innovative and strategic leader
- Strategic leadership and Management, Governance, Ethics and values in Financial Management, Stakeholders Relations.

Duties and Responsibilities

- Manage, Lead and Direct the Directorate: Technical and Infrastructure Services which is responsible for the provision of Water Services, Sanitation Services, Mechanical Engineering Services and Electrical Engineering Services
- Ensure that water loss is managed.
- Planning and implementation of water sanitation services to the communities of Rustenburg.
- Develop and submit business plans to funding agencies.

- Ensure the effective and efficient operation of both Mechanical Workshop and Electrical Services.
- Regular update of the monitoring and evaluation data-based system.
- Develop and Monitor the budget and expenditure on the Directorate.
- Data analysis, routine data quality management and create data reporting tools.

4. OFFICE OF THE MUNICIPAL MANAGER

4.1 TWO MEMBERS FOR THE PERFORMANCE AUDIT COMMITTEE (REFERENCE: RLM EOMM-4.1)

The minimum compulsory requirements for the positions are as follows:

- CA(SA), CIA or CFA, CFE or any Risk Management Qualification, or
- Bachelor Degree in Law, or
- Bachelor of Commerce/Science in Information Technology, or
- Bachelor of Science Degree in Engineering / BTech: Engineering
- One member with Internal Audit / Risk Management and another member with Legal / Engineering qualifications.
- Proven experience in public sector audit committees, internal audit, compliance, internal controls, risk management and performance management.
- Must be an independent external person with extensive knowledge of relevant regulations and prescripts, including Municipal Finance Management Act and Treasury Regulations, Municipal Systems Act, etc.,
- Experience in serving on similar committees and knowledge of municipal working environment shall be an added advantage.
- Knowledge and understanding of Corporate Governance (King IV) will be an added advantage.
- Knowledge and understanding of major accounting practices and public sector reporting requirements e.g. interpretation of Annual Financial Statement and Annual report etc.
- An understanding of the roles and responsibilities of Internal and External auditors.

It will be expected of the successful candidates to enter into a contract with the Municipality;

The term of office will be three (3) years;

Remuneration will be done as determined by the Performance Audit Committee Charter.

Please note that **NO** application without certified copies of qualification certificates and other relevant documents will be considered.

You are invited to submit a comprehensive CV quoting the relevant reference number to the Office of the Municipal Manager, P. O. Box 16, Rustenburg, 0300.

The Council shall will only consider applications send by email: auditcommittee@rustenburg.gov.za.

No late applications will be considered. Enquiries related to this advertisement should be addressed to Mr. Clement Mabe, Chief Audit Executive, at Tel. 014 590 3298, or Email: auditcommittee@rustenburg.gov.za.

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- Appointments will be made according to the Council's Employment Equity Plan, which ensures representation of designated groups in the Municipality, including those with disabilities.
 - It would be expected of candidates to be subjected to thorough evaluations and that previous and current employers and references will be contacted. Verification will be done on his/her qualifications, criminal and credit records. The candidate will be required to disclose all financial interests.
 - Only hard copies will be accepted. No faxed applications will be accepted.
 - Appointment is subject to the signing of an employment contract and performance agreement in terms of Section 57 of the Municipal Systems Act. The appointment will be done in accordance with the Regulations on Appointment and Conditions of Employment of Senior Managers.
 - All applications must be submitted with a detailed CV, Certified copies of qualifications, ID document and driver's licence, the names of three references from current and previous employers and a fully completed official application form, as available from the municipal website or the Human Resources Department, to be couriered to Directorate: Corporate Support Services, Unit: Human Resources, c/o Nelson Mandela & Beyers Naude Drive, Rustenburg 0299, P O Box 16, Rustenburg 0300. Applications can also be dropped off at Reception (Ground Floor) Municipal Main Building. Please mark envelope "VACANCY". Administrative enquiries may be directed to Gabriel Chauke at tel. 014-590 3200/3018
 - **NB: The successful candidate will be remunerated on the starting notch of the applicable salary level. Salary will only be reviewed after 6 months' probation period.**
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 - **Previously disadvantage group and People with Disabilities are encouraged to apply and should please indicate the nature of their disability.**

CLOSING DATE: 24 FEBRUARY 2022

Notice number: 70/ 2022

FOR OFFICE USE:

Directorates

Corporate Support Services

Road & Transport

Technical and Infrastructure Services

Office of the Municipal Manager

Reference no.: 4/4/2/2

Vote number : IE00757/F2496//X051/RO332/001/030

PLACING

Sunday World : 06 FEBRUARY 2022

Rustenburg Herald : 03 FEBRUARY 2022