



EMALAHLENI LOCAL MUNICIPALITY

NOTICE NO: HR 02/2024

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 Females and people with disabilities are encouraged to apply for the filling of the following positions:

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 June 2023.

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 PLANNING, ECONOMIC DEVELOPMENT, TOURISM AND AGRICULTURE

1.1 DIRECTOR PLANNING, ECONOMIC DEVELOPMENT, TOURISM AND AGRICULTURE

MINIMUM COMPETENCY REQUIREMENTS:

- Bachelor of **Science Degree** in Building Sciences/Architect/bachelor's degree in Town and Regional Planning or Development Studies; or equivalent.
- **5 Years'** experience at **Middle Management Level** in a Local Government or municipal environment.
- Have proven successful Professional Development/Town and Regional Development Experience.

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).
- Knowledge of geographical information systems, and
- Knowledge of special, town, and development planning
- Valid Driver's License.
- Computer Literacy (MS: Word, PowerPoint, Excel, Internet, and Email).
- Knowledge of IDP and its processes.
- 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 Of 3 February 2017.
- Project management certificate or diploma or registration as a professional planner in accordance with the Planning Professional Act, 2002, (Act No. 36. of 2002), will be an **added advantage**.

KEY RESPONSIBILITIES AREAS

- Implementation of IDP and overseeing the management of LED and Tourism within the Emalahleni area.
- Responsible for overall management of LED and related strategies and policies
- Promote and stimulates, manufacturing and SMME development within municipal area.
- Monitor and measure the division's performance against the SDBIP in order to ensure achievement of the municipal objectives and targets.
- Provides special guidance for development investment and future planning.
- Manage town planning and land use in the municipality.
- Lead and direct planning and development services, tourism management, local economic development and integrated planning.
- Identify and define the immediate short-and long-term objectives/plans associated with the Development and Economic Planning functionality.
- Directs key performance indicators and outcomes of personnel with the Municipal Development and Economic Planning functionality.
- Ensure the development and integration of the local spatial development and land use management.

- Leading the development, implementation and monitoring of the integrated development plan and economic development strategies.
- Guiding the development and implementation of Tourism Management Strategy.
- Overseeing integration of service delivery in the context of the council IDP implementation.
- Directs directorate budget planning, implementation and budget review to support priorities and deliverables in relation to the integrated development plan.
- Provide advice and support to the Council, the Municipal Manager and other office bearers on all functions of the directorates.

NB: Shortlisted candidates will be subjected to **competency assessments** and **security vetting**.

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 PRACTITIONER, Ms. Sanelisiwe Zangwa, AT 087 808 0905/ZangwaS@emalahlenilm.gov.za** during office hours. (08H00 to 16H30)

Applications should be addressed to:

Physical Address

37 Indwe Road

Emalahleni Local Municipality

Cacadu

5410

or

Postal Address

Private Bag X1161

Emalahleni Local Municipality

Cacadu

5410

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

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The closing date for applications is Monday, 4 April 2024 Cacadu Municipal Offices. 2024 -03- 14

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CACADU - 5410

