



**WALTER SISULU LOCAL MUNICIPALITY
(BURGERSDORP, MALETSWAI, STEYNSBURG, VENTERSTAD AND
JAMES CALATHA)**

NOTICE: 78/2024/2025

The Walter Sisulu Local Municipality is a Category 2 Municipality. It is situated within the Joe Gqabi District Municipal Area, in the Eastern Cape. The municipality is looking for the services of vibrant, committed and suitably qualified individuals to fill the following position:

**DIRECTOR COMMUNITY SERVICES
PERMANENT POSITION**

(The office is based in Burgersdorp)

Appointment will be made in terms of section 56 of the Municipal Systems Act 32 of 2000 as amended. Appointment is subject to compliance with the prescribed higher educational qualification, experience and attainment of demonstrated evidence of competence, advanced or superior competency level as measured against the competency requirements for Senior Managers as set out in the Regulations on Appointment and Conditions of Employment of Senior Managers.

REMUNERATION:

An all-inclusive remuneration package based on the upper limits for senior managers as published on 30 May 2024 is on offer

Minimum R913 969 / Midpoint R1 026 932 / Maximum R 1 123 501

An additional 7% remote allowance will paid to the employee.

REQUIREMENTS:

- The South African Citizenship or permanent residency within the Republic of South Africa is an essential requirement;
- Grade 12;
- Bachelor's degree in Social Sciences, Public Administration, law or equivalent
- Good knowledge and understanding of institutional governance systems and performance management
- Ability to be an innovative and strategic leader
- A minimum of five (5) years' experience at a middle management level within a Community Services environment.
- Ability to display and implement the core competencies as stipulated in the regulations on appointment and conditions of employment of senior managers;
- A valid code B driving license

CORE COMPETENCIES:

As stipulated in the Regulations on appointment and Conditions of Service for Senior Managers, potential candidates must possess essential competencies attached to the position.

KNOWLEDGE:

Relevant policies and legislation related to the position; Institutional governance systems and performance management; familiar with council operations and delegation of powers as well as;-

- Waste Management
- Cemetery Management
- Public Safety
- Parks And Recreation Management
- Environmental Health
- Library Services

CORE FUNCTIONS/ PERFORMANCE AREAS:

- Provide and be responsible for the Management of Traffic Services
- Be responsible for Waste Management, Libraries, Parks and Recreational Services
- Manage and comply to related policies & legislation.
- Prepare and coordinate departmental budget and report
- Plan and project manage the development of Facilities
- Build partnership with the private sector communities
- Provide leadership on all levels within the directorate.
- Advise Council on all relevant planning and development matters.
- Manage the Departmental budget.
- Enhance Inter-Governmental Relations to address social issues that are not in Municipal competencies; and combat crime by cooperating closely with law enforcement agencies, amongst others.

ADDED ADVANTAGE

- Membership of a professional body
- 8 years relevant experience at a senior management level within the public or private sector
- Proof of clean audit outcomes during the above period
- A post graduate degree in Social Sciences, Public Administration law or equivalent
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MINIMUM COMPETENCY REQUIREMENTS:

Applicants must meet the competency requirements prescribed in terms of Local Government Municipal Regulations on Minimum Competency levels for Senior Managers. Applicants who do not meet the above competency requirements must attain such within 18 months from the date of appointment.

REQUIRED COMPETENCIES:

The following competencies are required in terms of the Local Government Competency Framework for Senior Managers:

- Strategic direction and leadership
- People management
- Program and project management
- Financial management
- Change leadership
- Governance leadership

In addition to the above the following core competencies that enhance contextualized leadership are also required:

- Moral competence
- Planning and organising
- Analysis and innovation
- Knowledge and information management
- Communication
- Results and quality focus

KEY PERFORMANCE AREAS:

The incumbent will report directly to the municipal manager and will be expected to assume total responsibility for:

- Strategically leading, managing and performing duties of the directorate by developing and implementing departmental objectives, policies, procedures, systems and controls in order to ensure an efficient and effective financial service function to the municipality
- Ensuring sound management of staff within the Community Services directorate
- Performing of functions, duties and responsibilities as contained in relevant local government legislations and management of staff towards fulfilling core basic service delivery functions of the directorate
- Exercising of any powers and performing any duties delegated by the Municipal Manager, municipal council or other delegating authorities and legislation within the municipality
- Performing any other function that may be assigned by the municipal council or accounting officer in the capacity as the Director Community Services of the municipality
- Assist the Accounting Officer in all other matters including management of the Audit.

It is important to note that candidates will be subjected to the required assessment processes. Previous and current employers and references will be contacted and candidates must also be willing to have their qualifications, criminal records, driving license and credit record verified

Interested candidates should submit their detailed CV's with contactable references, certified copies of original certificates with a covering letter to: Walter Sisulu Local Municipality, Human Resources Section or Post applications to: P.O. Box 13, BURGERSDORP, 9744.

Council subscribes to the policy of affirmative action. Only shortlisted candidates will be contacted and if you are not contacted within 30 days after the closing date, please consider your application unsuccessful. Walter Sisulu Local Municipality is under no obligation to fill the position after the advertisement thereof.

Enquiries can be directed to Mrs Rene Godsson, Director Corporate Services: at 051-653 1777/0837485700

CLOSING DATE: 23 APRIL 2025

Applications together with your CV's must be addressed to:

Attention: Human Resource Office
Municipal Manager
Walter Sisulu Local Municipality
No. 1 Jan Greyling Street
BURGERSDORP
9744



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KAYALETU GASHI
MUNICIPAL MANAGER