



**Bela-Bela Local Municipality invites suitably qualified candidates to apply for the following position:**

**POSITION: MUNICIPAL MANAGER**

**(5 years performance based fixed contract)**

**TOTAL REMUNERATION PACKAGE: R 1 067 587 (Min) – R 1 227 113 (Mid) – R 1 386 637 (Max)  
per annum**

*(Total remuneration package will be paid as per the applicable Determinations on Upper Limits)*

**REQUIREMENTS:**

A Bachelor's Degree in Public Administration / Political Sciences / Social Sciences / Law or equivalent. Five (5) years relevant experience at senior management level and have proven successful institutional transformation within public or private sector. A post graduate qualification or Qualification relating to the National Treasury Competency Requirements for Senior Officials i.e. CPMD/MFMP/ELMDP will be an added advantage. A code EB driver's license. Computer literacy.

**KNOWLEDGE AND COMPETENCIES:**

Advanced knowledge and understanding of relevant policy and legislation. Advance understanding of institutional governance systems and performance management. Advanced understanding of council operations and delegation of powers. Good governance. Audit and risk management establishment and functionality. Budget and finance management. Must possess proven skills in respect of planning and organizing, problem solving, presentation, conflict resolution, communication, strategic leadership, financial management, governance, risk and change management, program and project management, and people management.

**KEY PERFORMANCE AREAS:**

The successful candidate will be responsible and accountable for the following: An economical; effective; efficient and accountable administration. Managing the municipality's administration in accordance with the Municipal Systems Act and other legislations applicable to local government. Implementing the municipality's Integrated Development Plan (IDP), and monitoring progress with the implementation of the plan. Managing the provision of services to the local community in a sustainable and equitable manner. Appoint staff other than those referred in section 56 of the Municipal Systems Act. Maintaining discipline of staff, promoting sound labour relations and compliance by the Municipality with applicable labour legislation. Advising the political office bearers. Developing and maintaining a system whereby community

satisfaction with Municipal Services is assessed. Implementing National and Provincial legislation applicable to the Municipality, and performing other function that may be assigned by the Municipal Council. Administering and implementing the Municipality's By-laws and other legislations. Being responsible for all income and expenditure of the Municipality, all assets, the discharge of liabilities and proper diligent compliance with applicable Municipal Finance Management Act. Implementing strategic goals of the municipality through cooperation and innovative team work.

Bela-Bela Local Municipality is an equal opportunity affirmative action employer. It is our intention to promote employment equity in the municipality through filling of this position.

**The municipality reserves the right not to fill the advertised position.**

Applications should be submitted on an official application form obtainable from the municipal website [www.belabela.gov.za/](http://www.belabela.gov.za/) Bela-Bela Local Municipality offices and must be accompanied by a comprehensive curriculum vitae, certified copies of academic qualifications (Academic Records, Identity Document and Driver's License). Short listed candidates will be required to produce original copies of qualifications and identity document on or before the appointment.

*NB: The successful candidate will be subjected to security vetting, required to submit disclosure of financial interest, be expected to sign an employment contract and performance agreement. Recommended candidates will be subjected to competency assessment test.*

Correspondences will only be entered into with short listed candidates. Applicants will be penalized for canvassing.

Please forward all applications to: The Acting Municipal Manager, Bela-Bela Local Municipality, Private Bag X1699, Bela-Bela 0480, or applications may be hand delivered at the Municipal Offices, Main Building, Records Office (1<sup>st</sup> Floor) 57 Chris Hani Drive, Bela-Bela. Faxed or e-mailed applications will not be considered.

Enquiries must be directed to Mr. TJ Mothapo/ Ms. MN Ramolobeng at 014 736 8000 during office hours.

**Closing date: 31 March 2022, 12H00.**

**Notice No: 09/22**

  
Ms. JB Selapyane  
ACTING MUNICIPAL MANAGER