



Bela-Bela Local Municipality invites applications from suitably qualified candidates to fill vacant positions within its establishment.

Technical Services Department Manager Technical Services

This is a fixed-term employment contract for five (5) years and the incumbent shall be expected to sign an employment contract, a performance agreement and complete the disclosure of financial interest form. The incumbent will be stationed at Bela-Bela Local Municipality.

Remuneration: R581 810.00 (minimum) or R 588 430.00(midpoint) or R 748 050.00 (maximum) per annum (The offer of remuneration will be determined by competence and current salary earnings read together with the guidelines as set out in notice 225 published in Government Gazette No 37500 dated 29 March 2014)

Requirements: Bachelor of Science in Engineering/Btech: Engineering or equivalent. Certificate in Municipal Financial Management (SAQA Qualification ID NO.48965).Minimum of 5years middle management experience. Extensive experience in local government, sound knowledge of project management and contract management. Registration with recognised relevant engineering professional body.

Duties: The successful candidate will be expected to demonstrate sound business management and leadership skills. The incumbent will be in charge of a department that comprises the following sections: Water Services, Project Management Unit, Electricity Services as well as Road & Storm water. In this regard, the incumbent will have to ensure that all projects identified under Municipal Infrastructure Grant are efficiently and effectively implemented, while ensuring the existence and implementation of robust operations and maintenance programme for existing municipal infrastructure.

Notice Number: 98/2014

Budget & Treasury Department Chief Financial Officer

This is a fixed-term employment contract for five (5) years and the incumbent shall be expected to sign an employment contract, a performance agreement and complete the disclosure of financial interest form. The incumbent will be stationed at Bela-Bela Local Municipality.

Remuneration: R581 810.00 (minimum) or R 588 430.00(midpoint) or R 748 050.00 (maximum) per annum (The offer of remuneration will be determined by competence and current salary earnings read together with the guidelines as set out in notice 225 published in Government Gazette No 37500 dated 29 March 2014)

Requirements: A Bachelor's Degree in Accounting/ Financial Management or Economics from a recognised tertiary institution. A postgraduate qualification in the same field will be an added advantage. Must have acquired minimum competency levels as prescribed by the Minimum Competency Regulations, 2007.

Minimum of 5 years relevant experience at middle management position. Extensive and practical knowledge of the Local Government Financial environment and administration.

Duties: Provide strategic leadership in the Finance Department of the Municipality; Develop and continuously evaluate short- and long-term strategic financial objectives of the municipality; Ensure that financial target and budget implementation are fully consistent with Municipality's IDP, SDBIP and relevant agreements with other sector departments. Ensure credibility of finance reporting by providing timely analysis of budget; Meet reporting requirements as in terms of financial legislation such as MFMA, Treasury Regulations and DORA; Monitor financial risk and implement an anti-fraud and corruption strategy in collaboration with the Risk Management Unit. Ensure effective management of assets and liabilities. Ensure sound management of debtors and credit control processes. Sound and effective management of Supply Chain Management. Compile budget estimates, including the adjustment budget. Give inputs and support towards preparation of IDP and SDBIP's to ensure alignment and efficient performance. Formulate creative solutions to enhance cost-effectiveness and efficiency in the delivery of services and administration of the Municipality. Assist and support the Accounting Officer with the roles and responsibilities delegated to the Chief Financial Officer.

Notice No: 99/2014

**Office of the Municipal Manager
Divisional Manager Performance Management
Duration: Permanent
Remuneration: R 373 545.36 excluding benefits**

Requirements: A Bachelor's Degree Public Administration or equivalent relevant qualification. 2-3 year's relevant experience in similar environment. Knowledge of Local Government and its legislations. Excellent interpersonal Communication (written and verbal), report writing and presentation skills. Computer literacy.

Duties: Manage all municipal PMS activities/issues. Facilitate the development of performance agreements for section 57 managers and work plans of all other employees. Co-ordinate the development and review of PMS Policy framework. Assist with the setting of Municipal objectives, strategies and target. Assist in the development and signing of the service delivery and budget implementation plans. Participate in the process of aligning the Municipal Developmental Objectives and Strategies with Performance Targets. Assist in cascading performance management to all staff members. Coordinate periodical reports including individual reports; Organisational reports, annual reports, mid-term reports; Annual Performance Reports, SDBIP implementation reports and Back to Basics Reports, Provide guidance to the municipality officials on performance and service delivery improvement.

Notice No: 100/2014

Candidates should forward the application letters indicating the position they are applying for together with comprehensive CV, certified copies of qualifications and Certified ID to the Acting

Municipal Manager, Bela-Bela Local Municipality, Private Bag x 1609, Bela-Bela, 0480 or hand deliver them at 58 Chris Hani Drive, Bela-Bela at the records/registry office. For further information please contact Ms. N Ramolobeng at 014 736 8000/8070. **Faxed or emailed applications will not be considered.** Further note that all shortlisted applicants will be subjected to security vetting and information verification. Bela-Bela Local Municipality is committed to the achievement and maintenance of diversity and employment equity, especially in terms of race, gender and disability. Applicants from these designated groups are encouraged to apply. BBM reserve a right not to make appointment. If you do not hear from us a month after the closing date, kindly accepts that your application has been unsuccessful.

CLOSING DATE: 12 December 2014

**MM MALULEKA
ACTING MUNICIPAL MANAGER**