



GREATER TUBATSE MUNICIPALITY, SITUATED IN LIMPOPO PROVINCE, INVITES APPLICATIONS FROM SUITABLY QUALIFIED AND EXPERIENCED PERSONS TO BE CONSIDERED FOR POSITIONS LISTED HEREUNDER. THE SUCCESSFUL CANDIDATES WILL BE STATIONED AT THE MUNICIPAL OFFICES IN BURGERSFORT

DEPARTMENT: FINANCE

CHIEF FINANCIAL OFFICER

REMUNERATION: NEGOTIABLE (5 YEAR PERFORMANCE BASED CONTRACT)

MINIMUM REQUIREMENTS:

• A recognized B degree in Accounting or Financial Management or equivalent • 5 Years relevant experience at managerial level • Extensive experience in computerized accounting systems and packages • Basic understanding of the municipal environment • Knowledge of relevant local government statutes and Bathopele Principles • Strong leadership and people management skills • A high level of computer literacy for the role • A valid SA motor vehicle drivers license • Well developed interpersonal skills and a high level of professional ethics and integrity

KEY PERFORMANCE AREAS:

Reporting to the Municipal Manager the incumbent will be responsible for the following;

• Design and implement sound financial management strategies and practices • Prepare financial statements for council • Prepare council budget, monitor, and ensure that spending is within prescribed legislative requirements • Advise the Accounting Officer on the exercise of powers and duties assigned to the Accounting Officer in line with the MFMA • Ensure compliance with National Treasury reporting standards • Ensure the development of appropriate strategies, policies and plans for all relevant areas in the units that are linked to the IDP of the Municipality and that will also have a measurable positive impact on financial performance • Ensure the efficient utilization of resources allocated in line with applicable legislation and practices • Manage budget as well as performance of staff allocated to the department • Other responsibilities deemed relevant to the position

DEPARTMENT: TECHNICAL SERVICES

DIRECTOR - TECHNICAL SERVICES

REMUNERATION: NEGOTIABLE (5 YEAR PERFORMANCE BASED CONTRACT)

MINIMUM REQUIREMENTS:

• A recognized Degree or Diploma in Civil Engineering or equivalent • 5 years relevant experience at managerial level • Knowledge and experience of project management • Basic understanding of the municipal environment • Knowledge of relevant local government statutes and Bathopele Principles • Strong leadership and people management skills • A high level of computer literacy for the role • A valid SA motor vehicle drivers license • Registration with the relevant professional bodies • Well developed interpersonal skills and a high level of professional ethics and integrity

KEY PERFORMANCE AREAS:

Reporting to the Municipal Manager the incumbent will be responsible for the following;

• Lead the technical services team to ensure achievement of departmental targets and objectives • Plan and ensure implementation of infrastructural development and related projects • Ensure the delivery of integrated waste management services • Ensure efficient contract management • Ensure the efficient utilization of resources allocated in line with applicable legislation and practices • Manage budget as well as performance of staff allocated to the department • Other responsibilities deemed relevant to the position

TECHNICAL SERVICES

MUNICIPAL ENGINEER

DIVISION: MUNICIPAL INFRASTRUCTURE SERVICES

REMUNERATION: POST LEVEL 1(R348, 048.00 plus benefits, i.e. car and cell phone allowance, e.t.c.)

MINIMUM REQUIREMENTS:

• A recognized Diploma or Degree in Civil Engineering or equivalent • A minimum of five years experience in infrastructure development in the Public or Private Sector • Experience in Operations and Maintenance of Municipal Infrastructure will be an added advantage • Computer Literacy • Auto CAD operation • Well developed interpersonal and communication skills • Registration with the relevant professional bodies • A recognized South African Driving License • No criminal record

KEY PERFORMANCE AREAS:

Reporting to the Director - Technical Services, the incumbent's responsibilities will include:

• Providing technical support to the Municipal Project Management Unit • Facilitating the co-ordination and involvement of the municipality in the Comprehensive Infrastructure Plan(CIP) • Monitoring the implementation of infrastructure backlogs eradication, Municipal Infrastructure Grant (MIG) and Disaster Relief Projects • Appraising and evaluating the municipality's feasibility study applications and project registration • Compiling monthly reports on physical progress on project implementation • Coordinating the provision of Operation and Maintenance(O & M) of municipal infrastructure • Managing staff allocated to the section • Performing other duties deemed relevant/necessary

Applications accompanied by a detailed CV, certified copies of certificates and other supporting documents should be submitted to the Human Resources Offices at Greater Tubatse Municipality Civic Centre at 1 Kastania Street in Burgersfort or they can be posted to:
**The Municipal Manager
Greater Tubatse Municipality
P O Box 206
BURGERSFORT
1150**

No faxed or emailed applications will be considered.

Closing date : 20 July 2012 @ 16h00
Enquiries : Human Resources @ 013 231 1000

The selection process will be influenced by the municipality's Employment Equity Principles. Please note that correspondence will be limited to shortlisted candidates only. Applicants who have not been contacted within 30 days after the closing date should assume that they have been unsuccessful.

NB. Shortlisted candidates will be subjected to screening process and background checks.

**PHALA H L
MUNICIPAL MANAGER**

The Municipality reserves the right not to make any appointments