



NALA LOCAL MUNICIPALITY

Nala Local Municipality situated at Bothaville, Free State subscribes to and promotes the principles of employment equity and affirmative action. The Municipality invites suitably qualified and experienced candidates to apply for the following vacant positions:

CONTRACT : Five (5) years fixed term performance contract of employment

SALARY : All-inclusive remuneration package of between R894 447 (minimum), R1 022 226 (midpoint), R 1 133 463 (maximum) for a category 3 municipality as per Government Notice No. 43122 of 20 March 2020.

The appointments will be made in compliance with the provisions of section 57 of the Local Government: Municipal System Act 32 of 2000. The incumbents will report directly to the Municipal Manager.

RE-ADVERTISEMENT: DIRECTOR: COMMUNITY SERVICES

REQUIREMENTS:

- A Bachelor of Social Sciences / Public Administration/ Law, or equivalent;
- 5 years' experience at middle management level;
- Have proven successful institutional transformation within public or private sector;
- Valid driver's licence.

ADDED ADVANTAGE:

- Registration with the South African Council for Social Service Professionals (SACSSP), or similar recognised relevant professional body.
- The competency levels for senior managers as published per Government Gazette no 29976 dated 15 June 2007 are essential;
- Excellent Computer Skills.

KNOWLEDGE:

- Good knowledge of relevant policy and legislations;
- Good knowledge and understanding of institutional governance systems and performance management;
- Understanding of council operations and delegation of powers, as well as-
 - Health service management;
 - Cemetery management;
 - Public safety; and
 - Parks and recreation management.

DUTIES AND RESPONSIBILITIES:

- Fulfil the role of Administrative Head for Community Services Department.
- Manages the implementation, monitoring, evaluation and reporting sequences of outcomes associated with plans and programmes designed to accomplish key service delivery objectives with respect to public safety and disaster management through the coordination

of operations associated with the enforcement of Municipal Policing Laws and By-laws and the provision of an Emergency Fire and Rescue Services in order to ensure the risk of damage to property and/or loss of lives is limited through prompt and efficient execution of sequence and applications.

- Aligning the departmental key performance areas.
- Compilation of Departmental SDBIP, monitor and report on programme implementation.
- Ensure the development of appropriate Strategies, policies and plans for relevant areas.
- Direct the implementation of specific procedures, systems and controls associated with key functional areas embodied in Protection Services Departmental Structure.
- Provide Strategic Leadership and Planning for the department.
- Responsible for public safety, which amongst other things includes traffic management, security, fire and rescue services, disaster management and Law Enforcement, facilities management, waste management, cemeteries and licensing.
- Monitoring expenditure against budgetary provisions and preparing motivations with reasons to seek approval for additional funding for specific programmes or activities.
- Participating in the establishment and, and providing support to Community Policing Forum with regards to roles, responsibilities and methodology.
- Evaluating current levels of performance with respect to the guarding, investigations and public order and addresses deviations or adjustment to plans and/or coordinating joint efforts (South African Police Services) to eliminate/minimize security and safety risks.
- Assessing the adequacy of control procedures with respect to firearms and ammunition and assets and, addressing/investigating specific deviations with a view to instituting disciplinary measures.
- In order to ensure unsafe conditions and/or hazards are identified and rectified minimizing the threat of injury to persons and/or damage to property.
- Maintain and responsible for staff discipline.
- Execute any other lawful duties that may be assigned by the Municipal Manager.

Please note:

Due to the large number of applications we envisage to receive, applications will not be acknowledged. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application unsuccessful.

The Council reserves the right not to make an appointment if, in its view, no suitable candidate could be found. Only candidates who meet the above-mentioned competencies will be shortlisted. Candidates should note that some of the above-mentioned competencies may at the discretion of the Council be formally assessed as part of the selection process.

Qualifications and SA citizenship checks will be conducted on all shortlisted candidates. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach proof thereof.

Shortlisted candidates will be subjected to qualification verification, security vetting and criminal records checking. Shortlisted/ recommended candidates will be subjected to a competency based assessment over 2-day's prior appointment. The successful candidate will be required to sign an employment contract before commencement of duty, and a performance agreement contract and disclosure of financial interest within 60-days period since appointment.

The appointed candidate will be stationed in Bothaville (Head Office), however Council reserves a right to place and move appointees anywhere in the municipality based on operational requirements.

Interested persons meeting the above-mentioned requirements are requested to complete an official application form, Annexure C form as stipulated on the Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers. Municipal Systems Act (Act No 32 of 2000) as amended that is accessible on the following website: www.gpwonline.gov.za and forward this, together with a comprehensive Curriculum Vitae (CV), certified copies of qualifications, ID and driver's license not older than three months to:

**Acting Municipal Manager
Nala Local Municipality
Private Bag X15
Bothaville
9660 or**

**Hand delivered applications at the Municipal Building, Bothaville.
No applications will be considered if not on the official application form. Faxed, e-mailed
and late applications will also not be considered.**

Enquiries: Ms NE Radebe. (Acting Municipal Manager) Cell: 082 924 6618

Closing Date 22 November 2021 at 16:00.

NB: THOSE WHO ARE APPLIED BEFORE SHOULD RE-APPLY

**N E RADEBE
ACTING MUNICIPAL MANAGER**