



Uthukela District Municipality as an equal opportunity employer, situated in Ladysmith invites suitable qualified candidates to apply for the challenging and dynamic position of:

**GENERAL MANAGER: CORPORATE SERVICES  
5 YEARS FIXED TERM CONTRACT**

**SALARY PACKAGE: IN LINE WITH 5 YEARS FIXED TERM CONTRACT  
SALARY PACKAGE: IN LINE WITH UPPER LIMITS OF TOTAL REMUNERATION PACKAGES PAYABLE TO MUNICIPAL MANAGERS AND MANAGERS DIRECTLY ACCOUNTABLE TO MUNICIPAL MANAGERS (LOCAL GOVERNMENT REMUNERATION FRAMEWORK)**

**All-inclusive negotiable remuneration package:  
R 972,648.00 (min) – R 1,108,275.00 (mid) – R 1,257,894.00 (max) per annum**

#### REQUIREMENTS

**Essential Requirements** : Bachelor Degree in Public Administration /Management Sciences / Law; or Equivalent.  
5 Years' Experience at a management in administration /middle management level  
Code EB Driver's License

**Additional Requirement** : NQF Level 6 Certificate: Municipal Finance Management Programme.

#### Essential Knowledge, Skills and Competencies required

Good knowledge and understanding of relevant policy and legislation; Good knowledge and understanding of institutional governance systems and performance management; good knowledge of corporate support services; Good knowledge of supply chain management regulations and Preferential Procurement Policy Framework Act, 200(Act 05 of 2000); Good governance; Labor Relations Act; Legal background and human capital management and knowledge of coordination and oversight of all specialized support functions

#### RESPONSIBILITIES

Planning, organizing, co-ordination and control of all the activities of Corporate Service Department which included inter alia:-

Identifies and defines the immediate, short and long term objectives/ plans associated with corporate services department. Analyzing and aligning requirements with operating capacity and capability. Evaluating and commenting on the applicability of specific key performance indicators and measures against outcomes detailed in the departments Business and Strategic Plans. . Prepares capital and operating estimates and controls expenditure against the approved budget allocations. Develop and implement of strategic and operational policies in the unit according to legislation and Council policies and procedures. Developing and Implementing Employment Equity Plan. Preparing and submitting reports to the Municipal Manager and relevant committees. The incumbent will be responsible for controlling and maintaining administrative services inclusive of Secretarial Services, Corporate Archives, records and Printing Services, Human Resources Management; Council Properties, ICT services as well as Fleet Management Services. Attendance of all Council and related meeting and furnish advice regarding standing orders, code of conduct applicable and any other legislations Development and maintenance of intergovernmental relations in the Corporate Services department. Local Municipal Support. Attend any other duties delegated by the Council.

**NB: Shortlisted candidates will be subjected to competency based assessment, screening, security vetting and previous employment checks.**

The successful candidate will have to enter into a 5-year fixed performance contract ; declaration of interest form and be required to sign an annual performance agreement with the Municipality in accordance with Section 57 of the Local Government Municipal Systems Act, 32 of 2000.

**CLOSING DATE : 01 JULY 2022 – ENQUIRIES : SLINDILE GCABASHE: 036 - 6385100**

All applications must be on a prescribed Application Forms available on our website ([www.uthukela.gov.za](http://www.uthukela.gov.za)), together with comprehensive CV and Certified copies of qualifications, ID copies and drivers' license to be forwarded to: THE MUNICIPAL MANAGER, UTHUKELA DISTRICT MUNICIPALITY, P O BOX 116, LADYSMITH 3370.

Kindly note that should you not be contacted within a period of 30 days after closing date, consider your application as unsuccessful.

The Municipality reserves the right not to appoint.

**MB MNGUNI  
ACTING MUNICIPAL MANAGER**

Approved by M.B Mnguni  
I.D.T.  
AMM

*[Handwritten signature]*  
- 15/06/22



Uthukela District Municipality as an equal opportunity employer, situated in Ladysmith invites suitable qualified candidates to apply for the challenging and dynamic position of:

**MUNICIPAL MANAGER  
FIVE YEARS FIXED TERM CONTRACT  
SALARY PACKAGE: IN LINE WITH UPPER LIMITS OF TOTAL REMUNERATION PACKAGES PAYABLE TO MUNICIPAL MANAGERS AND MANAGERS DIRECTLY ACCOUNTABLE TO MUNICIPAL MANAGERS (LOCAL GOVERNMENT REMUNERATION FRAMEWORK)**

**All-inclusive negotiable remuneration package:  
R1 160, 847.00 (min) – R1 349 824.00 (mid) – R1 538 800.00 (max) per annum**

**REQUIREMENTS**

**Essential Requirements :** B Degree in Public Administration/Political Sciences/Social Sciences/Law -equivalent qualification. 5(five) years' experience in senior managerial level preferably in Local Government. Successful institutional transformation within public or private sector.  
Code EB Driver`s License

**Additional Advantage :** NQF Level 6 Certificate: Municipal Finance Management Programme.

**Essential Knowledge, Skills and Competencies required**

Good knowledge and understanding of relevant policy and legislation. Advanced knowledge and understanding of institutional governance systems and performance management. Advanced understanding of council operations and delegated powers. Good governance. Audit and Risk management establishment and functionality. Budget and Finance management.

**RESPONSIBILITIES**

Planning, organizing, co-ordination and control of all the activities of Council activities as head of Administration and as an accounting officer take in overall performance of the organization which included inter alia:-

Identifies and defines the immediate, short and long term objectives/ plans of the municipality. Approve staff establishment aligning requirements with operating capacity and capability. Establish and maintain Performance Management System. Evaluating and the applicability of specific key performance indicators and measures of the institution. Transformation of the organization that is developmentally focused the development of economical, effective, efficient and accountable administration. The implementation of the Municipality's IDP and monitoring the progress with regard to implementing thereof, Administering and implementing the Municipality's by-laws and other legislation, Advising the political structures and political office bearers of the Municipality, Exercising any powers and performing any duties delegated to the Municipal Manager by the Municipal Council. Leadership and direction of the administration of the municipality through effective strategies to fulfill all constitutional and legislative objectives Fostering relationships between Municipal Council and the administration of the municipality as well as other stakeholders Creating an environment that defines the purpose and role of local government as means to involve people in shaping the future of communities. Development and maintenance of intergovernmental relations within the municipality. Local Municipal Support. Attend any other duties delegated by the Council

**NB: Shortlisted candidates will be subjected to competency based assessment, screening, security vetting and previous employment checks.**


**CLOSING DATE : 08 JULY 2022 ENQUIRIES: SLINDILE GCABASHE: 036 – 638510**

The successful candidate will have to enter into a 5-year fixed performance contract ; declaration of interest form and be required to sign an annual performance agreement with the Municipality in accordance with Section 57 of the Local Government Municipal Systems Act, 32 of 2000.

All applications must be on a prescribed Application Forms available on our website ([www.uthukeladm.co.za](http://www.uthukeladm.co.za)), together with comprehensive CV and Certified copies of qualifications, ID copies and drivers' license to be forwarded to: THE MAYOR, UTHUKELA DISTRICT MUNICIPALITY, P O BOX 116, LADYSMITH 3370.

Kindly note that should you not be contacted within a period of 30 days after closing date, consider your application as unsuccessful

Authorized by:

  
**INKOSI NB SHABALALA  
MAYOR**



Uthukela District Municipality as an equal opportunity employer, situated in Ladysmith invites suitable qualified candidates to apply for the challenging and dynamic position of:

**GENERAL MANAGER: WATER; SANITATION & TECHNICAL SERVICES  
5 YEARS FIXED TERM CONTRACT**

**SALARY PACKAGE: IN LINE WITH UPPER LIMITS OF TOTAL REMUNERATION PACKAGES PAYABLE TO MUNICIPAL MANAGERS AND MANAGERS DIRECTLY ACCOUNTABLE TO MUNICIPAL MANAGERS (LOCAL GOVERNMENT REMUNERATION FRAMEWORK)**

**All-inclusive negotiable remuneration package:  
R 972,648.00 (min) – R 1,108,275.00 (mid) – R 1,257,894.00 (max) per annum**

#### REQUIREMENTS

**Essential Requirements:** Bachelor Degree of Science in Civil Engineering/ B Tech in Civil Engineering; or Equivalent.  
5 Years' Experience at a professional /middle management level specifically in water and sanitation operations management. NQF Level 6 Certificate: Municipal Finance Management Programme . Code EB Driver's License

**Additional Requirement: Certification as Professional Engineer or Professional Technician**

**Essential Knowledge, Skills and competencies required :** Good knowledge and understanding of institutional governance; Systems and performance management; Must be able formulate engineering master planning; project management and Implementation; Knowledge of Municipal Grants and Infrastructure development policies; Knowledge of Integrated Development Planning; Good analytical, planning, problem solving skills and leadership.

#### RESPONSIBILITIES

Planning, organizing, co-ordination and control of all the activities of the Water; Sanitation and Technical Service Department which included inter alia :-

Identifies and defines the immediate, short and long-term objectives/ plans associated with water and sanitation operations and maintenance. Analyzing and aligning requirements with operating capacity and capability. Evaluating and commenting on the applicability of specific key performance indicators and measures against outcomes detailed in the departments Business and Strategic Plans. Responsible for the development of Business Plans. Shall be responsible for the effective and efficient infrastructure asset management. Prepares capital and operating estimates and controls expenditure against the approved budget allocations. Develop and implement of strategic and operational policies in the unit according to legislation and Council policies and procedures. Initiate needed projects to improve services deliveries and to manage these projects within approved terms of reference and other approvals. Attendance of Council and all other relevant committees. Development and maintenance of intergovernmental relations in the technical services section. Overall responsibility for the Project Management Unit. Local municipal support.

**NB: Shortlisted candidates will be subjected to competency based assessment, screening, security vetting and previous employment checks.**

The successful candidate will have to enter into a 5-year fixed performance contract ; declaration of interest form and be required to sign an annual performance agreement with the Municipality in accordance with Section 57 of the Local Government Municipal Systems Act, 32 of 2000.

**CLOSING DATE : 01 JULY 2022 – ENQUIRIES : SLINDILE GCABASHE: 036 - 6385100**

All applications must be on a prescribed Application Forms available on our website ([www.uthukela.gov.za](http://www.uthukela.gov.za)), together with comprehensive CV and Certified copies of qualifications, ID copies and drivers' license to be forwarded to: THE MUNICIPAL MANAGER, UTHUKELA DISTRICT MUNICIPALITY, P O BOX 116, LADYSMITH 3370.

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The Municipality reserves the right not to appoint.

**MB MNGUNI  
ACTING MUNICIPAL MANAGER**

Approved by : M. S. Mnguni  
J. S. Mnguni  
AMM

Revised  
15/06/22