



# EMADLANGENI MUNICIPALITY

Emadlangeni Municipality as an equal opportunity, affirmative action employer with its legislative and executive seat in Utrecht invites suitably and qualified candidates to apply and fill the following vacant management position:

Category 01 Municipality

## **DIRECTOR COMMUNITY SERVICES AND PUBLIC SAFETY**

Permanent basis

Salary: In Terms of the Government Gazette No. 48789 of 14 June 2023

Minimum package R852 108,00 – Midpoint R946 787,00 – Maximum

R 1041, 465.00 pa. (all inclusive) Plus performance bonus

### **Essential requirements**

- Bachelor's Degree in Public Administration, Law, Social Science or relevant qualification or A relevant post graduate qualification will be an added advantage.
- A minimum of five (5) year experience at middle management level preferably in Local Government.
- Demonstrate excellent interpersonal and management skills
- Be fluent in English and IsiZulu.
- Must have a valid driver's licence.
- Computer literacy is a must

### **Additional Requirements:**

- Should have a Municipal Finance Management Programme Certificate or be able start studying towards the achievement of the certificate within 18 months of appointment (as per Government Gazette No 40593 of 03 February 2017)

### **Knowledge, skills and competency:**

- Understand and display of practical application of local government legislations.
- Strategic direction and leadership, Governance leadership and Programme and Project Management
- Planning and Organizing, Analysis and innovation, knowledge and information Management.
- Understand Amakhosi and traditional communities' protocol.
- In-depth knowledge and application of performance management systems.

### **Key Responsibilities:**

- Provide strategic direction and monitor the implementation of strategic objectives of the department

- Responsible for community functional areas, namely, cemetery management, public safety, waste management, parks and recreation management, libraries, fire and disaster management.
- Ensure cost effective management of the department's budget and timely implementation of Council resolutions related to the department
- Oversee the development and review of relevant policies and strategies on matters relating to the department
- Ensure that the activities of the department are aligned to the IDP and facilitate performance management of the department.

**Detailed Curriculum Vitae's accompanied by the covering letter, application forms and certified copies of qualifications can be forwarded to the Municipal Manager at 34 Voor Street Utrecht 2980 or P O Box 11 Utrecht 2980.**

**Applications forms for employment can be downloaded from Emadlangeni Municipality's website at [www.emadlangeni.gov.za](http://www.emadlangeni.gov.za). For further information, you may contact the Municipal Manager at 034-331 3041.**

- Canvassing for appointment will automatically disqualify an applicant
- If no reply to your application has been received within 30 days of the closing date, you should consider your application as being unsuccessful
- The Department: Corporate Services will not take responsibility for information not mentioned in applications
- **NO** late applications will be accepted
- **NO** e-mails or faxes will be accepted
- The Department: Corporate Services will not be held responsible for lost applications unless proof of submission can be supplied
- All applicants may be required to undergo proficiency test
- Need for signing of an employment contract, a performance agreement and disclosure of financial interest.
- **NO** applications shall be considered without certified copies of the original documents of qualifications
- Emadlangeni Municipality adheres to the provisions as contained in the Employment Equity Act to ensure the representation through the process of affirmative action
- Reference checks will be done
- Applicants must have no criminal record or pending criminal/ Departmental or civil cases
- Applicants will be subjected to a vetting process which will include security screening and fingerprint verification
- Foreign qualifications accredited by the South African Qualification Authority only will be considered

**CLOSING DATE: 24 OCTOBER 2024**




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**MRS PP SITHOLE  
ACTING MUNICIPAL MANAGER**