



**MOHOKARE**  
LOCAL MUNICIPALITY



P. O. Box 20, Zastron, 9950  
Tel: 051 673 9600  
Fax: 051 673 1550  
E-mail [info@mohokare.gov.za](mailto:info@mohokare.gov.za)  
[www.mohokare.gov.za](http://www.mohokare.gov.za)

## **DIRECTOR-COMMUNITY SERVICES**

**CONTRACT: PERMANENT.**

**REMUNERATION: All- inclusive remuneration package between R884 772 (minimum), R994 126 (midpoint), R1 087 610 (maximum) plus a 7% remote allowance as per Government Notice No 48789 of 14<sup>th</sup> June 2023 for Senior Managers for a Category 2 municipality.**

### **REQUIREMENTS:**

A Bachelor's degree in Social Sciences/Bachelor Degree in Developmental Studies/Public Administration/Law or relevant qualification

Competencies as set out in the Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers, GN 21, GG 37245 dated 17 January 2014.

### **OTHER REQUIREMENTS**

The appointed candidate must be in a possession of a valid driver's license and a suitable vehicle for proper performance of his/her functions and discharge of duties, willingness to work irregular hours with extensive travelling, compliance with limitation of political rights as contained in Municipal Systems Amendment Act, No 3 of 2022. The appointed candidate must be a South Africa Citizen or permanent resident with no criminal record.

### **MINIMUM EXPERIENCE**

At least 5 years' experience in middle management, preferably within a Local government environment. Knowledge of Local government/public sector legislation, policy, regulations, standards and procedures.

### **Added Advantage**

**Certificate Program in Municipal Financial Management Programme (MFMP) in terms of GN R493 as published in GG no 29967 of June 2007 will be an added advantage.**

Registration with the South African Council for Social Services, Professionals (SACSSP), or similar recognised relevant professional body.



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Knowledge of Local Government will be an added advantage. Must meet the competency levels for senior managers as published per Government Gazette no 37245 dated 17 January 2014 are essential.

### **KNOWLEDGE**

- Good knowledge and understanding of relevant policy and legislation and council operations;
- Good knowledge and understanding on institutional governance systems and performance;
- Understanding of Council operations and delegation of powers as well as
- Health Service Management;
- Public Safety;
- An extensive knowledge and understanding of community services and public safety functions;
- Understanding of legislations related to parks and recreations, cemeteries, fire & rescue, disaster management and solid waste management;
- Extensive planning and management skills, good interpersonal skills, negotiation skills, conceptual and analytical skills;
- Extensive knowledge and understanding of local government related legislations.

### **KEY PERFORMANCE AREAS**

Report directly to the Municipal Manager on key departmental activities. Overall management of the community services department. Implement the integrated development plan as well as strategic goals of community services department. Understanding legislations related to parks and recreation, cemeteries, traffic management, disaster management, human settlement and social and waste management. Enforcing compliance will all legal requirements and by-laws applicable within the department. Responsible for human settlement, law enforcement and security management.

### **SUBMISSION OF APPLICATION**

- ❖ Applications for the above vacant posts must be submitted on an official application form, available on the municipal website ([www.mohokare.gov.za](http://www.mohokare.gov.za)) or from Mohokare Local Municipality offices in Zastron, Smithfield and Rouxville, accompanied by detailed curriculum vitae with contactable references, recently certified copies of ID and qualifications not longer than six months. No applications will be considered if it is not on the official application form. The applicant gives consent



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that their personal information may be accessed for verification purposes in adherence to the POPI Act. No late, faxed or e-mailed applications will be accepted

- ❖ Only SA citizens or permanent residents are eligible to apply.
- ❖ It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach proof thereof;
- ❖ Short-listed candidates will be subjected to reference checks, current /previous employer, cases of misconduct, criminal record check and signing of indemnity form;
- ❖ Recommended candidates will be subjected to a competency based assessment over 2 days prior appointment in terms of Annexure A (Competency framework for Senior Managers) of Notice No.21 of Government Gazette No. 37245 of 17 January 2014;
- ❖ Successful candidate will be required to sign employment contract on or before assumption of duty, a performance agreement within 60 days of appointment and disclosure of financial interest as well as undergoing necessary security vetting;
- ❖ The successful candidates will report directly to the Municipal Manager and will be stationed in Zastron (Head Office); Council reserves the right to place and move candidates anywhere in the municipality;
- ❖ A written confirmation will be required from successful candidates that they do not hold political office at the date of appointment;
- ❖ In anticipation of a large number of applications, correspondence will be limited to the shortlisted candidates only. If you have not been contacted within 3 months of the closing date of the advertisement, please accept that your application is unsuccessful;
- ❖ The municipality reserves a right not to appoint any applicant to this position;
- ❖ Canvassing for appointment is highly discouraged;
- ❖ Candidates who applied previously are encouraged to re-apply.



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The above appointments will be made in compliance with the provisions of Sections 56 & 57 of The Local Government: Municipal Systems Amendment Act 3 of November 2022, read with the Regulations on Appointment of Senior Managers No. 37245 of 17 January 2014.

**Please forward your application to:**

The Acting Municipal Manager: Mr. M Mohale  
Mohokare Local Municipality  
P.O. Box 20  
Zastron  
9950

**Closing Date: 29<sup>th</sup> February 2024 (Closing date should be a minimum of 14 days and a maximum of 30 days from the date of publication).**

**Enquiries: The HR Manager Tel: 051 673 9600 during office hours. Ms. DC Matsoso**

Mr. M Mohale

Acting-Municipal Manager

