

## EXTERNAL ADVERTISEMENT



In the pursuit of the ideals of excellence and diversity, the JB Marks Local Municipality wishes to invite applications for the following Permanent position:

### OFFICE OF THE MUNICIPAL MANAGER

DIRECTOR: TECHNICAL SERVICES

REF: TEC01

STATIONED IN POTCHEFSTROOM

TERM OF CONTRACT: PERMANENT

**Remuneration:** Total remuneration package will be in terms of Upper Limits of Total Remuneration Packages Payable to Municipal Managers and Managers Directly Accountable to Municipal Managers, of Government Gazette No.50737 dated 30 May 2024. R1, 139,433.00 Minimum, R1, 340,509.00 Midpoint and R1, 541,584.00 Maximum (all-inclusive package per annum)

**Requirements:** Grade 12 •Bachelor of Science Degree in Engineering/ B-Tech Engineering or equivalent. Certificate of competency as required in terms of the General Machinery Regulation, 1988: and Registration with a recognised relevant engineering professional body will be an added advantage. •Be a South African Citizen or is a Permanent resident. Minimum of 5 years' relevant experience at middle management level, or as programme/project manager and 3-4 years must be at professional/management level engineering management experience. •Minimum Competency Requirements as set out in **Annexure B** of the Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers, GNR 21, GG 37245 dated 17 January 2014 •Compliance in terms of the Financial and Supply chain management competency areas in terms of Government Notice R493 as published in Government Gazette no 29967 of 15 June 2007 (municipalities were granted exemption from regulation 15 and 18 of Government Gazette 29967 under Notice No. 40593 of 3 February 2017, subject to conditions of compliance with minimum competency levels within 18 months of date of employment ) •A Code B driver's license  
•**NO CRIMINAL RECORD**

**Knowledge & Skills:** Advanced knowledge and understanding of relevant policy and legislation •Advanced understanding of institutional governance systems and performance management •Advanced understanding of council operations and delegation of powers •Advanced knowledge of office environment, including: Mechanical Engineering, Electrical Distribution, Roads and Storm-water and Maintenance of Municipal Buildings •Council support •Labour Relations Act, and other labour related •Knowledge of coordination and oversight of all specialised support functions • Good governance •Audit and Risk management establishment and functionality •Budget and finance management •Ability to be an innovative and strategic leader •Must be able to formulate engineering master planning, project management and implementation •Be willing to work under pressure.

**Key Performance Areas:** Plan, direct and manage directorial functions of the directorate effectively and efficiently •Manage the following units: Mechanical Engineering, Electrical Distribution, Roads and Storm-water and Building Maintenance •Implement Council resolutions in timely manner and follow up on directions given •Formulating and implementation of the directorate's Integrated Development Planning •Directorate's budget preparation and management •Development and implementation of directorate's Service Delivery and Budget Implementation Plan •Maintenance of directorate's performance management system and annual reporting •Directorate's human resource development and management and supervision of departmental staff including industrial relations •Communicate effectively with all persons and organizations concerned •Attending and implementing Council and Mayoral Committee meetings and submitting reports. **Reports directly to the Municipal Manager.**

DIRECTOR: HOUSING DEVELOPMENT AND PLANNING

REF: HDP01

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TERM OF CONTRACT: PERMANENT

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**Requirements:** Relevant B Degree in Town and Regional Planning or Development studies, architecture. Registration as a Professional Planner with the South African Council for Planners will be an added advantage. 5 years' relevant experience at middle management level and should have proven professional development/town and regional planning experience. Exposure to planning and development and integrated development planning and/ or related disciplines such as local economic development and tourism, town Planning and Land Use Management and Geographic Information Systems. •Minimum Competency Requirements as set out in **Annexure B** of the Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers, GNR 21, GG 37245 dated 17 January 2014 •Compliance in terms of the Financial and Supply chain management competency areas in terms of Government Notice R493 as published in Government Gazette no 29967 of 15 June 2007 (municipalities were granted exemption from regulation 15 and 18 of Government Gazette 29967 under Notice No. 40593 of 3 February 2017, subject to conditions of compliance with minimum competency levels within 18 months of date of employment ) •A Code B driver's license •**NO CRIMINAL RECORD**

**Knowledge & Skills:** The municipality is seeking a strategic thinker for this role. There is a high demand at this level for attention and prompt response to community related queries and specific priorities and service delivery mandate of the municipality. The incumbent must be able to plan, organise, control resources, communicate, negotiate and place emphasis on time and service level standards.

**Key Performance Areas:** Development of the department's long and short term programs to support the service delivery priorities of the municipality's Integrated Development Plan. To oversee the capital and operational budgeting requirements for projects and to enable effective functioning of the department. To initiate and lead research into policy provisions and regulations in accordance with legislative prescripts. To provide an advisory service to the municipality town and regional planning issues, performance management, integrated development planning processes and procedures, performance, Local Economic Development and Tourism strategies. To provide guidance and support to the municipality on matters of legislative compliance, good governance, legal and procedural matters pertaining to the functional area of the directorate. To maintain oversight and accountability for all Town and Land Use Management and, Local Economic Development and Tourism projects, programs and activities of the functions located within the directorate. Facilitate the preparation and adoption of the appropriate planning instruments for the district and local municipalities in accordance with the provincial and national legislation. Drive synergy in the development and implementation of Local Economic Development and Tourism programs in partnership with all key stakeholders. Define the architecture and manage the Geographic Information System platform as an intellectual tool to support decision making with regards to spatial planning, land use management and other developmental planning related information Manage the policy directives, systems, procedures and timelines associated with the preparation, consultation, implementation and review of the Integrated Development plan.

**DIRECTOR: SPORTS, ARTS, CULTURE AND HERITAGE**

**REF: SACH01**

**STATIONED IN POTCHEFSTROOM**

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**Requirements:** A relevant Bachelor Degree in sport management, sports Science/Public Administration/Management/Heritage studies or archaeology/Degree Anthropology can be beneficial for roles that require an understanding of cultural practices and heritage, or equivalent •Five (5) years relevant experience at a senior management level in any of the three spheres of government; Experience subjects in the field of Sport Administration/ Science will serve as added advantage •Minimum Competency Requirements as set out in Annexure B of the Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers, GNR 21, GG 37245 dated 17 January 2014 •Compliance in terms of the Financial and Supply chain management competency areas in terms of Government Notice R493 as published in Government Gazette no 29967 of 15 June 2007 (municipalities were granted exemption from regulation 15 and 18 of Government Gazette 29967 under Notice No. 40593 of 3 February 2017, subject to conditions of compliance with minimum competency levels within 18 months of date of employment ) •A Code B driver's license •**NO CRIMINAL RECORD**

**Knowledge & Skills:** Strategic Capability and Leadership. People Management and Empowerment. Capability and Leadership. Programme and Project Management. Financial Management. Change Management. Service Delivery Innovation. Problem Solving and Analysis. Communication. Honesty and Integrity and the Batho-Pele Principles.

**Key Performance Areas:** Manage and Coordinate Community Sport, Sport Performance, and Mass Participation in Sport. Plan, develop and formulate sport, arts & culture and heritage strategies for all sporting codes. Oversee the coordination of sport activities including community and in-school sport. Manage and coordinate recreation in the Province •Identify and implement a network of NGOs/NPOs that contribute to the development of sports, arts, culture and heritage with the JB Marks local areas