



Mopani District  
Municipality

## MOPANI DISTRICT MUNICIPALITY STRIVES TO MAINTAIN ITS STRATEGIC POSITION AS THE FOOD BASKET OF SOUTHERN AFRICA AND TOURISM DESTINATION OF CHOICE.

### APPLICATIONS ARE INVITED FROM PERSONS WITH RELEVANT EXPERIENCE AND APPROPRIATE QUALIFICATIONS FOR THE FOLLOWING POSITIONS:

#### **DIRECTORATE: OFFICE OF THE MUNICIPAL MANAGER.**

##### **POST : SENIOR MANAGER: WATER SERVICES.**

The contract period is five (5) year fixed-term contract (Performance-Based Contract) as contemplated in Section 57 (6) (a) of the Municipal Systems Act. The remuneration package will be as follows: **R972 648** (Min), **R1 108 275** (Mid), and **R1 257 894** (Max) per annum. The remuneration offer will be determined by competency and current salary earnings read together with the guidelines as set out in Notice 1224 published in Government Gazette No. 43122 dated 20 March 2020.

The successful incumbent shall be expected to sign an employment contract, a performance agreement and complete the disclosure of financial interest form, and undergo a competency assessment, vetting of qualifications, background checks, and security clearance, and will be stationed at Mopani District Municipality with its Head Office in Giyani.

**MINIMUM REQUIREMENTS:** A minimum qualification of an appropriate B. Degree / B-Tech in quality or equivalent qualification in Water Care Management. Management experience preferably in the water services environment. Five (5) years' experience at middle management level; have proven successful management experience in administration. The ability to provide strategic and innovative leadership. Ability to work under pressure. Good conceptualization of water services strategies and extensive knowledge in water conservation and supply management. The ability to operate in a diverse community. A post graduate degree will be an added advantage.

**KEY PERFORMANCE AREAS:** The successful candidate will be responsible and accountable for the following: Coordinate and facilitate water service provision. Management of the development and implementation of the Water Service Development Plan. Develop and implement water demand management plan. Responsible for the water quality management in line with legislation. Develop and manage the implementation of the water service by-laws. Management of the water treatment infrastructure. Development and implementation of strategies that will have a measurable positive impact on water service management

##### **POST: SENIOR MANAGER: PLANNING AND DEVELOPMENT.**

The contract period is five (5) year fixed-term contract (Performance-Based Contract) as contemplated in Section 57 (6) (a) of the Municipal Systems Act. The remuneration package will be as follows: **R972 648** (Min), **R1 108 275** (Mid), and **R1 257 894** (Max) per annum. The remuneration offer will be determined by competency and current salary earnings read together with the

guidelines as set out in Notice 1224 published in Government Gazette No. 43122 dated 20 March 2020.

The successful incumbent shall be expected to sign an employment contract, a performance agreement and complete the disclosure of financial interest form, and undergo a competency assessment, vetting of qualifications, background checks, and security clearance, and will be stationed at Mopani District Municipality with its Head Office in Giyani.

**MINIMUM REQUIREMENTS:** A minimum qualification of an appropriate B Degree or equivalent tertiary qualifications with subjects such as developmental studies, town planning, Economics and / or Development Economics. Management experience preferably in a developmental environment of at least 2-3 years in related field. The ability to prove strategic and Innovative leadership. Good conceptualization of macro-organizational strategies and extensive knowledge in management information systems. A post graduate degree in related field will be added advantaged. Professional Body Registration: Professional Planner in accordance with Planning Profession Act 32 of 2002. Note that all shortlisted applicant will be subjected to security vetting clearance, and information verification and there will be a need for signing of an employment contract, a performance agreement and disclosure of financial interest.

**KEY PERFORMANCE AREAS:** The successful candidate will be responsible and accountable for the following: Coordinate and facilitate strategic planning of the IDP process. Management of the LED initiatives, SMME's, tourism development, economic policy and research as well as investments and trade promotions. Develop and implement land management strategies and spatial plans. Responsible for the coordination of town planning and township establishment. Manage all cartographic and other technical information. Identify, plan and provide services to the community in terms of the type of service required. Identify resources and structures for the promotion of economic development. Develop and implementation of strategies that will have a measurable positive impact on economic development.

##### **POST: MANAGER - LEGAL SERVICES (CONTRACTUAL).**

**REMUNERATION:** Competitive remuneration package will be negotiated with the successful candidate and expected to sign a five (5) year employment contract, and further complete the disclosure of financial interest form. The successful incumbent will be stationed at Mopani District Municipality with its Head Office in Giyani.

**MINIMUM REQUIREMENTS:** Grade 12, B. Degree/National

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AND APPROPRIATE QUALIFICATIONS FOR THE FOLLOWING POSITIONS:**

Diploma in LLB or equivalent. Driver's license. A minimum of 5 years' experience in the legal field, working knowledge of the government legislation and other relevant legislation. Strongly developed writing skills, language and editing skills, sound understanding of Computer packages. (MS Word, MS Excel and MS PowerPoint.) Candidates must be prepared to be subjected to security clearance. Admission as an Attorney and possession of a post graduate qualification will be an added advantage.

**KEY PERFORMANCE AREAS:** Liaise with relevant departments to ensure that where legal risks are identified, appropriate course of action is taken. Provide legal protection and risk management a device to management especially on contract management. Provide and interpret legal information, conduct training and disseminate appropriate legal requirements to staff. Review and advise management on legal implications of internal policies and procedures. Review and draft contracts, agreements and internal policies and ensure that they are in compliance with all statutory or legal requirements. Review progress of outstanding litigation and liaise with and manage external lawyers. Formulate compliance check-lists to be used for the purpose of ensuring that all information required is provided accordingly. Continuously monitor compliance with statutory obligations and advise management accordingly. Prepare monthly and quarterly reports for the department for executive management meetings. Review all contracts or any other documentation where the Municipality has committed itself and assess legal implications that need to be brought to the executive management's attention. Prepare, review and modify contractual instruments to assist and support various business activities. Negotiate, review and draft documentation for business transactions and prepare and advise on the necessary checklist to be adopted to ensure information is submitted on time. Provide continuous leadership, supervision, training and development of department staff ensuring an effective and motivated team. Liaise with the HR department in conducting performance appraisals and ensure competency and training gaps are addressed.

**WOMEN AND PEOPLE WITH DISABILITIES ARE ENCOURAGED TO APPLY AS THE APPOINTMENT WILL BE MADE ACCORDING TO THE COUNCIL'S EMPLOYMENT PLAN BY ENSURING REPRESENTATION OF DESIGNATED GROUP IN THE MUNICIPALITY.**

**PLEASE NOTE:** Fraudulent qualifications or documentations will immediately disqualify any application. MDM reserves the right not to fill this post, should there be no suitable candidate identified. Late submissions will be disqualified. Should you not receive any response within three (3) months after the closing date, regard your application as unsuccessful. Submission without certified copies of qualifications will not be considered.

It is further recommended that proof of registration for the minimum competency levels training is attached to the CV of the application if not completed.

**Enquiries** : Mr Lebadika P. (Acting Senior Manager-Corporate Services) 015-811 6300

Please forward your application **through the relevant prescribed form** accessible from Mopani Website - [www.mopani.gov.za](http://www.mopani.gov.za) (**Fax applications and Z.83 form not allowed**) together with your comprehensive CV and recent certified copies of your qualifications and the identity document to:

The Municipal Manager,  
Mopani District Municipality,  
Private Bag x9687,  
**GIYANI,**  
0826

**HAND DELIVERY TO:**

Government Buildings, Former Premier's Office,  
Mopani District Municipality,  
Ground Floor, Registry Office No. 13,  
**GIYANI,**  
0826

**CLOSING DATE: 15 MARCH 2022.**

**MR KGATLA Q.  
MUNICIPAL MANAGER**



**PROTECT SOUTH AFRICA**

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