

LETSEMENG LOCAL MUNICIPALITY



RE-ADVERTISEMENT VACANCY

APPLICANTS ARE HEREBY INVITED FROM QUALIFIED PERSONS FOR THE FOLLOWING POSITION:

MANAGER CORPORATE SERVICES

The incumbent will be expected to sign a performance and employment agreement

Letsemeng Local Municipality is looking for a knowledgeable and suitably qualified and experienced individual to fill the position of Corporate Services Manager.

Requirements:

- A tertiary qualification in Local Government Management, Human Resource, Public Administration Law or related fields.
- A minimum of one (1) years' experience in a Senior Managerial position.
- The successful incumbent should have strong strategic planning and leadership skill, extensive managerial experience, extensive understanding of administration systems and principles.
- A thorough understanding of Municipal Structures Act, Municipal Systems Act, MFMA and LRA.

Key Responsibilities

The post operates at a strategic level to provide strategic support to all of the business functions within Letsemeng Municipality, with the main priorities being:

- General Administration, Secretariat, Legal Services, Council support, Policies and Procedures, Municipal Office building management, Capacity building/Training, Human Resources, Industrial Relations, Occupational Health and Safety, Fundraising and Resourcing, Community Services, Mayoral Office Staff/Activities.

Applications consisting of a comprehensive CV and covering letter, certified copies of qualifications and driver's license should be posted to the Municipal Manager, Letsemeng Local Municipality, P O Box 7, Koffiefontein, 9986.

Faxed, e-mailed or late applications will not be accepted. If you are not contacted within three months after the closing date, please consider your application as unsuccessful.

Enquiries may be directed to the office of the Municipal Manager @ 053 205 9210/053 205 9200.

Closing date: Friday, 19 August 2011 @ 12:00pm

**IE Poëe
Municipal Manager**

LETSEMENG LOCAL MUNICIPALITY



READVERTISEMENT :VACANCY

APPLICANTS ARE HEREBY INVITED FROM QUALIFIED PERSONS FOR THE FOLLOWING POSITION:

MANAGER TECHNICAL SERVICES

The incumbent will be expected to sign a performance and employment contract.

Letsemeng Local Municipality is looking for a knowledgeable and suitably qualified and experienced individual to fill the position of Technical Services Manager.

Requirements:

- A B. degree in Civil Engineering
- At least five years' experience at the Senior Management level, (preferably in the Local Government Sphere).
- Knowledge of Financial Management, Service Delivery (Infrastructure services) in Local Government Environment.
- Demonstrate excellent interpersonal and managerial skills.
- Candidate should be eligible in terms of the competency levels for Senior Managers as described in Government Gazette no. 29967

Key Responsibilities

- Accountable for the maintenance and efficiency of the operation of Electricity, Water, Sanitation, Road, Storm Water and Waste Management.
- Managing and directing staff within the administration of the Municipal Infrastructure Grand (MIG) to ensure projects compliance with all applicable pieces of legislation and conditions attached to MIG.
- Compiling and submitting reports to the Municipal Manager.
- Making provisions for the improvement of service delivery to low-income communities.

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