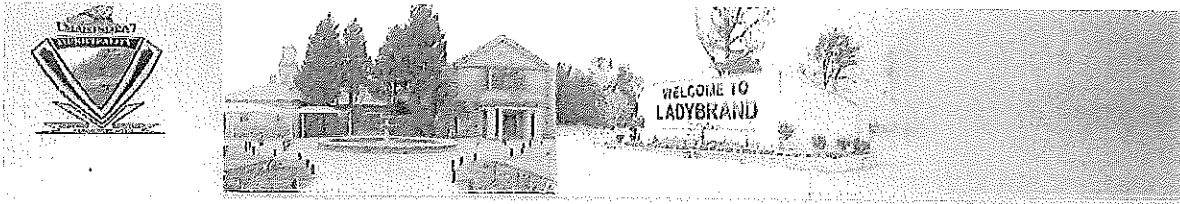


MANTSOPA LOCAL MUNICIPALITY



MANTSOPA LOCAL MUNICIPALITY SUBSCRIBES TO THE PRINCIPLES OF THE EMPLOYMENT EQUITY ACT, ENCOURAGE SUITABLY QUALIFIED AND EXPERIENCED INDIVIDUALS IN THE UNDERMENTIONED POSITIONS TO APPLY. AUTOMATICALLY GIVE CONSENT TO THE MUNICIPALITY TO CONDUCT REFERENCE CHECKS AND VERIFICATION OF QUALIFICATIONS. PEOPLE WITH PHYSICAL DISABILITY ARE ENCOURAGED TO APPLY.

ADVERTISEMENT- INTERNAL / EXTERNAL

OFFICE OF THE MUNICIPAL MANAGER

MANAGER IT RE-ADVERT

Salary: R364 540,64 p.a

Benefit of the position

Pension / Provident fund, Medical aid, 13th cheque, annual leave, plus car allowance of 850 km per month.

Requirements of the job:

- B Com Degree in Information System or B-Tech Information System
- Computer literacy; Good supervisory skills; Project management skills; knowledge of network infrastructure and network security
- 3-5 years' experience

Duties:

- To design and implement short and long term strategic plans; Develop ICT framework and IT strategies; Develop, implement and maintain ICT policies and procedures; Present a conceptual framework of current and future interventions; Analyse and align requirements with operating capacity and capacity of the division; Develop, evaluate and review risk related policies associated with access level, confidentiality, availability and integrity of information; Align current procedures to satisfy legislative requirements; Interpret and analyse audit findings and investigational reports; Ensure information availability, confidentiality and integrity through ICT systems; Evaluate ICT division performance against budget and address deviations / variations with appropriate personnel; Ensure ICT projects are completed within budget and on time; Supervise staff within the ICT section; Conduct feasibility studies for various upgrade projects; Monitor and evaluate telephone and VOIP performance; Manage ICT related assets, including maintenance of component inventory and related documentation; Evaluate user support structures; Develop ICT project tracking and variance reports; Coordinate the set up and implementation of forums to serve as avenue to facilitate functional information; Prepare items and monthly reports to Municipal Manager; Provide network security to the municipality.

INTERNAL AUDIT MANAGER

Salary: R364 540,64 p.a

Benefit of the position

Pension / Provident fund, Medical aid, 13th cheque, annual leave, plus car allowance of 850 km per month.

Requirements of the job:

- B Com or other relevant 3 years qualification with Auditing III and Accounting III
- Competency Certificate in Municipal Finance or currently enrolled towards the qualification of MFMP
- Computer literacy; valid driver's license and 3 to 5 years' experience

Duties:

- Develop a risk-based audit plan; Provide administrative support to the Audit and Audit Committee; Provide assurance service to the Accounting Officer and management; Ensure compliance with the relevant legislation and policies; Ensure compliance with King III Code; Conduct performance audit in accordance with the performance management framework.

T.P.

DEPARTMENT OF COMMUNITY SERVICES

TOWN PLANNER

Salary: R364 540,64 p.a

Benefit of the position

Pension / Provident fund, Medical aid, 13th cheque, annual leave, plus car allowance of 850 km per month.

Requirements of the job:

- B degree in Town and Regional Planning
- Registration as a professional planner in accordance with the Planning Professions Act 32 of 2002
- Good understanding of Spatial Development Framework
- Relevant developmental planning experience of 3 to 5 years

Duties:

- Keeping abreast with changes in socio-economic trends, environmental demands and legislation impacting and influencing developmental planning; Manage key processes, applications and requirements related to developmental plans, integrated development frameworks and spatial frameworks by executing appropriate applications or assessing, analysing and synthesising relevant information to support detailed physical planning; identifying and establishing potential project teams and consultants and formulating the project brief. Conceptualizing the content, process and methodology in respect of executing the plan and interacting with key stakeholders / role-players to elicit information on specific constraints and concerns; manage developmental project management processes associated with the scope; resourcing; implementation; monitoring and communication by formulating the project budget and developing and setting mission critical interventions with regards to implementation; communication strategies; establishing and implementing control mechanisms to monitor measure interim final project spend against budget. Evaluates and comments on statutory developmental applications by assessing compliance with specific town planning regulations and related legislation and / or input from internal / external commentators. Disseminates strategic, functional and operational information on the immediate, short and long-term objectives and current developments, problems and constraints by participating in various meetings (council, internal and external forums) and provides comments / opinions on matters affecting or concerning the functionality.

Individuals who applied for the position when it was first advertised are advised not to reapply as their applications will still be considered. Please forward your CV and covering letter (including three contactable references) and certified copies of qualifications. To the following address:

Human Resources Management

Mantsopa Local Municipality

P O Box 64,

Ladybrand

9745

Or

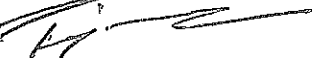
Hand delivery: 38 Joubert Street, Ladybrand, 9745

Fax and / or E-mail applications will not be considered.

Enquiries can be directed to the HR Manager on telephone: 051 924 0654 / 5

Fraudulent qualifications, documentation or driver's license from applications will immediately be disqualified. A candidate / applicant who canvasses any Councillor for preferences will also be disqualified from the selection process or from appointment. Short listed candidate shall be required to sign the consent form to allow the municipality to conduct reference checks and qualification verification. The Municipality reserves the right to appoint or not to appoint.

CLOSING DATE: 14 December 2018



TP MASEJANE

MUNICIPAL MANAGER