MKHAMBATHINI MUNICIPALITY

Applications are invited from suitably qualified and experienced candidates to fill the following vacant position. Suitably qualified persons (especial females & People living with disabilities are encouraged to apply) are hereby invited to apply for the following vacancy that will be filled in terms of the Local Government Municipal Systems Act, as amended and applicable Regulations on appointment of Senior Managers in Local Government, Employment Equity Plan and Employment Policy of the municipality. The position will be based in Mkhambathini Municipality Camperdown offices.

DIRECTOR COMMUNITY SERVICES

REMUNERATION	***All-inclusive remuneration package as per Government Gazette No 55150 of 05 August 2026 for Upper Limits of Total Remuneration Packages payable to Municipal Managers and managers directly accountable to Municipal Managers*** ***Min: R1 116 064 Lower : R 1 142 850 Midpoint: R1 170 278 Upper : R1 198 365 Max : R1 227 126***
CONTRACT	***PERMANENT EMPLOYMENT***

KEY ESSENTIAL REQUIREMENTS:

- Grade 12 Certificate
- Bachelor's degree in social sciences / public administration /Community Development; or equivalent. Postgraduate qualification (NQF Level 8) in a relevant field will be an added advantage.
- Minimum of five (5) years' experience in a middle management level, preferrable in local government.
- Compliance with all the requirements as contained in the Municipal Regulation on Minimum Competency Level, Gazette 29967 of 15 June 2007.
- Sound knowledge and understanding of computer packages (MS Word, MS Excel, MS PowerPoint and MS Outlook).
- A valid Driving License (Code B) and Own appropriate transport.

ESSENTIAL KNOWLEDGE, SKILLS AND COMPETENCIES REQUIRED:

- Sound knowledge and understanding of relevant policies and legislation, institutional governance systems and performance management
- Extensive knowledge and developing and understanding of relevant legislation and policy, i.e. traffic management and licensing, disaster management, library services, local economic development and tourism, sports development in the local government sphere and special programmes implementation.
- Good knowledge of supply chain management regulations and the Preferential Procurement Policy Framework Act 2000 (Act No 5 of 2000)
- Knowledge of coordination and oversight of all specialised support functions
- Good personal and analytical skills
- Excellent reporting and communication skills.

KEY RESPONSIBILITIES

- Overall management of the Community Services Departmental functions: LED and Tourism, Social Services (Early Childhood Development, Sports, Libraries, EPWP, HIV/AIDS) Disaster Management and Waste Management, DLTC and Law Enforcement.
- Manage departmental resources in accordance with applicable legislation and regulations
- Develop short- and long-term strategic plans for the Community Services department
- Implementation of the Integrated Development Plan and strategic goals of the Community Services
- Develop, implement programmes for Local Economic Development and poverty alleviation
- Responsible for budgeting and expenditure control of Community Services Department
- Liaise between rural communities and the Council

Application form (available in the Municipal website) **NOT Z83** together with a comprehensive CV and certified copies of ID, Driver's licence and qualifications must be sent to the: **The Municipal Manager, Mkhambathini Municipality, Private Bag**

X04, Camperdown, 3720 or hand deliver at : No 18 Old Main Road, Camperdown, 3720 Or Email to Recruitment@mkhambathini.gov.za Faxed or late applications will not be accepted.

It is the responsibility of all applicants to ensure that foreign qualifications are evaluated by SAQA.

NOTE: Appointment is subject to a positive outcome obtained from the following checks (Security Clearance, Qualification verification, criminal records, competency assessments and previous employment).

The appointee must attain the minimum competency level in the unit standards for each competency area within 18 months from the date of appointment. If the required minimum competency areas are not attained within the 18th months period, the employment contract will terminate automatically within one month after the applicable period.

The Municipality is an equal opportunity, affirmative action employer and is committed to empowering disabled people.

Closing date **30 November 2026**. Kindly note that should you not be contacted within a period of 30 days after the closing date, consider your application as unsuccessful.

Enquiries regarding the post can be directed to HR, at 031 785 9378.

MR S MNGWENGWE
MUNICIPAL MANAGER