



## BA-PHALABORWA MUNICIPALITY

**BA-PHALABORWA LOCAL MUNICIPALITY WITH ITS SEAT IN PHALABORWA INVITES APPLICATIONS FROM SUITABLE QUALIFIED CANDIDATES, EXPERIENCED AND DYNAMIC INDIVIDUALS IN THE FILLING OF THE FOLLOWING POSITION. THE MUNICIPALITY INTENDS TO PROMOTE REPRESENTATION IN TERMS OF RACE, GENDER AND DISABILITY.**

### **1. OFFICE OF THE MUNICIPAL MANAGER**

#### **1.1. MUNICIPAL MANAGER**

**REFERENCE NO: MM 01/01/2025**

**TOTAL REMUNERATION PACKAGE**

**R 1 152 941 (MINIMUM)**

**R 1 325 220 (MIDPOINT)**

**R 1 497 499 (MAXIMUM)**

This is a fixed-term employment contract for two (2) years aligned to the current Council and not exceeding a period ending one (1) year after the election of the next Council of the Municipality. The position is based in the Ba-Phalaborwa Local Municipality's main offices at Corner Nelson Mandela Drive and Selati Road. The incumbent will be expected to sign an employment contract, a performance agreement, disclosure of financial interest and undergo security vetting processes.

#### **MINIMUM COMPETENCY REQUIREMENTS**

- Grade 12 Certificate
- Bachelor's Degree in Public Administration/Political Science/Social Sciences/Law, or equivalent
- Five (05) years of relevant experience at the Senior Management level
- Have proven successful institutional transformation within the public or private sector
- A valid driver's license
- Computer literacy
- Preparedness to be subjected to competency assessment and security clearance

## KNOWLEDGE

- 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
- Good governance
- Audit and risk management establishment and functionality
- Budget and finance management
- Knowledge of competencies in terms of the Local Government Competency Framework for Senior Managers

**Candidates applying for the position of Municipal Manager must disclose their academic qualifications, proven experience, competencies and contact references.**

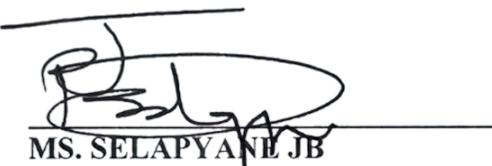
**PLEASE NOTE: The Municipality does not accept faxed or emailed applications. Furthermore, applications submitted after the closing date will not be accepted. Applications submitted in a Z83 form will not be considered.**

An application for this position must be submitted on an official application form which can be downloaded from Ba-Phalaborwa Local Municipality website (<http://www.phalaborwa.gov.za>) accompanied by a detailed CV, Certified ID Copy, Qualifications and a Valid Driver's License should be forwarded to the Human Resources Division at Ba-Phalaborwa Local Municipality, Private Bag x01020, **PHALABORWA**, 1390 or hand delivered to Office No. H19. Enquiries can be directed to the Human Resources Division for the attention of Mrs. Mashele YK, Mr. Rikhotso BB or Ms. Mahlabela A at 015 780 6324/6333/6316 respectively.

Fraudulent qualifications or documents will immediately disqualify any application. A candidate who canvases to any Councilor and/or Senior official for preference will be disqualified immediately from selection or any appointment. Short-listed applications will be screened for criminal records and/or pending criminal cases and their qualifications will be verified.

**Ba-Phalaborwa Local Municipality subscribes to principles of equal employment and affirmative action. We welcome applications from people with disabilities.** 

**CLOSING DATE: 11 MARCH 2025**

  
MS. SELAPANE JB

**ACTING MUNICIPAL MANAGER**