



# BA-PHALABORWA MUNICIPALITY

**Ba-Phalaborwa local municipality invites internal and external applications from suitably qualified, experienced and dynamic individuals. the municipality intends to promote representation in terms of race, gender and disability in the filling of the following positions:**

## 1. DEPARTMENT: TECHNICAL SERVICES

### 1.1. SNR MANAGER: TECHNICAL SERVICES

**Salary scale:**

**Total remuneration package:** R965 958.00 (minimum); R1 103 953.00 (mid-point); R 1 224 083.00 (maximum). (All-inclusive in line with Upper Limits of total packages payable to Municipal Manager and Senior Managers directly accountable to the Municipal Manager, **Government Gazette NO. 50737 dated 30 May 2025**).

The successful candidate will lead and directs the Directorate Technical Services and manage the maximum of technical/infrastructure development and maintenance to promote basic service delivery to all communities within the municipal area.

**Requirements:**

- Grade 12/matric
- At least Bachelor of Science Degree in Engineering/BTech in Engineering or equivalent qualification registered on the National Framework at NQF level 7.
- SA Citizenship
- Minimum of five (5) years' relevant experience at middle management level (at least reported to a section 56 manager) of which 3-4 years must be at professional/management level engineering management experience.
- Compliance with the National Treasury Regulations on the Required Minimum Competency Level in Unit Standards for Senior Managers (or attainment of the minimum competencies within 18 months from date of appointment).
- Sound knowledge of and exposure to local government operations and municipal financial management.
- Solid knowledge and understanding of the relevant policies and legislation and a good understanding of institutional governance systems and performance management.
- In-depth knowledge of local government legislation and the statutory requirements pertaining to the post.
- A high degree of aptitude for strategic/operational planning and management, decision-making, leadership, innovation and motivation.
- Must be able to formulate engineering master planning, project management and implementation.
- Good knowledge of supply chain management regulations and the Preferential Procurement policy Framework Act, 2000.
- Excellent management and computer skills.
- Valid code B driver's license
- Registration with ECSA and a relevant, recognized professional body (e.g, IMESA) will be an added advantage.

**Competencies:**

The following competencies, as described in Government Notice No 21, Government Gazette No 37245 of 2014, are essential:

Leadership: Strategic direction and Leadership. People Management. Programme and Project Management. Financial Management. Change Leadership. Governance Leadership.

Core Competencies: Moral Competence. Planning and Organizing. Analysis and Innovation. Knowledge and Information Management. Communication. Results and quality focus.

**Key performances areas:**

- Report directly to the Municipal Manager.
- Manage the Directorate of Technical Services.
- Develop, implement and manage strategic goals, policies and procedures in alignment to the municipality's strategic objectives.
- Effectively and efficiently manage the Directorate.
- Liaise and interact with individuals, role-players and agencies at senior level in all three spheres of government.
- Assist and support the Accounting Officer with the roles and responsibilities delegated to the Senior Manager: Technical Services.
- Manage the provisioning and administering of project management and building control services.
- Manage the provisioning and control of civil engineering and solid waste management services.
- Manage the provisioning and control of electrical engineering services.
- Manage the administering and application of technical related GIS processes.
- Support and advise the Municipal Manager and Council.
- Provide strategic management and leadership for the directorate.
- Manage and improve departmental administrative functions.
- Develop and implement council policies and strategies.
- Compile and manage directorate's budget.
- Ensure legislative compliance of relevance to the directorate.
- Manage all related grants allocated to the municipality.
- Ensure community participation on matters of governance.

**Please note that:**

1. This position is permanent
2. It would be expected of candidates to be subjected to thorough evaluations and that previous and current employers and references will be contacted. Verifications will be done on his/her qualifications, criminal and credit records. The candidate will be required to disclose all financial interests.
3. All applications accompanied must be submitted with a detailed CV, **certified copies of qualifications, ID document and driver's license**, the names of three references from current and previous employers (**including their e-mail addresses**) and a **fully completed official application form (APPLICATION FORM FOR EMPLOYMENT: SENIOR MANAGERS)**, as available from the municipal website or the Human Resources Department, to be couriered/hand delivered to the **Municipal Manager, 24 Cnr Nelson Mandela and Selati Road, Private Bag X01020, PHALABORWA 1390. All enquiries may be directed to Mr Lebadika P at telephone no. (015) 780 6305 or 073 558 1613.**
4. **Only** hard-copy applications will be considered submitted on the prescribed application form for senior managers (Government Gazette 37245) date 17/01/2014 – Annexure C. **No** electronic or faxed applications will be accepted. Originals qualification must be produced at any resultant interviews.
5. Appointment is subject to the signing of an employment contract and performance agreement in terms of Section 56 of the Municipal Systems Act. The appointment will be done in accordance with Regulations on appointment and conditions of employment of Senior Managers

6. The municipality respects the conditions of the Protection of Personal Information Act. By submitting your information and application you confirm that the information you have provided to us is true, up to date and correct.
7. Shortlisted applicants will be informed of the outcome of the selection process on completion thereof.
8. The Council reserves the right not to make an appointment.
9. Applicants that are not contacted within 30 days from date of closing should consider their application to have been unsuccessful.

**CLOSING DATE: 09 APRIL 2026 AT 16H00**

## **2. DEPARTMENT: PLANNING AND DEVELOPMENT**

### **2.1. MANAGER: ECONOMIC DEVELOPMENT – PL 03**

Ref No: PD/01/01/2026

Annual Salary: : R542 945.32 (Fixed)

Duration: Permanent

#### **REQUIREMENTS**

- Grade 12
- B-Degree in Development studies/Economics or equivalent qualification (NQF level 7)
- Three (3) years relevant experience
- Valid driver's license
- Preparedness to be subjected to security clearance process.

#### **SKILLS AND KNOWLEDGE**

- Multilingualism
- Interpersonal skills
- Performance management and negotiation skills
- Strategic thinking
- Verbal and written communication skills
- Management skills
- The ability to interact with stakeholders.
- The ability to work well with people
- An understanding of municipal systems and processes

#### **KEY PERFORMANCE AREAS:**

- Manage Local Economic Development.
- Ensure that development in the municipal area is guided by the Local Economic Development guidelines.
- Integrate development projects in the IDP in conjunction with Local Economic Development principles into municipal programmes and projects.
- Use the LED strategy as guiding documents for Local Economic Development.
- Mainstream Local Economic Development principles into municipal programmes and projects.
- Communicate and share Local Economic Development principles to all municipal strategic partners and stakeholders to mainstream and integrate their LED and tourism initiatives into the municipal IDP.
- Maintain relations with strategic partners to synergise municipal and private sector local development programmes and projects into the municipal IDP for coordinated and planned development.
- Compile and implement strategic, operational and activity plans to enhance Local Economic Development.

- Develop a Local Economic Development concept plan.
- Use the provisions of the LED strategy as guidelines for the development of the Local Economic Development initiatives to the vision of the Municipality.
- Communicate the municipal vision strategic partners to drive LED initiatives to the achievement of the municipal vision.
- Communicate the Ba-Phalaborwa Local Economic Development and all Local Economic Development initiatives, projects, programmes and activities.
- Summarise the LED strategy for discussions with stakeholders.
- Work with the Senior Manager: Planning and Development and sector departments on Local Economic Development initiatives and report on a monthly basis to the Senior Manager: Planning and Development.
- Compile monthly report on Local Economic Development and Tourism activities.
- Make recommendations on the implementation of the LED and tourism strategies.
- Use the provisions of the LUMS and the SDF when deciding on LED and tourism projects.
- Promote local economic development initiatives and job creation.
- Advise SMMEs on available local economic opportunities.
- Identify LED concepts and projects from the LED and tourism strategies, draft project fact sheets and business plans for implementation.
- Through other municipal directions, mainstream the implementation of capital-oriented projects to cater for and report on the principles of job creation and poverty alleviation.
- Engage private and public sector departments to report on capital-intensive projects in Ba-Phalaborwa.

Applications for these positions, accompanied by a detailed Curriculum Vitae, should be forwarded to : The Municipal Manager, Ba-Phalaborwa Municipality, Private Bag X01020, **PHALABORWA**, 1390 or hand delivered to office no. H29.

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

NB: No faxed applications will be accepted, and Ba-Phalaborwa has the right NOT to make appointment.

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

**CLOSING DATE: 09 APRIL 2026 @16H00**

  
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**MS. MOKOBI ST**  
**MUNICIPAL MANAGER**

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**DATE**