



The city is a heritage and an eco-tourism destination that incorporates a variety of tourist attractions ranging from beautiful scenery, natural vegetation, heritage and culture hence our tagline “Experience World Heritage, where Leisure and Adventure Awaits”.

Executive Manager: Infrastructure Development Services (Ref: 01)

5-Year Performance-Based Fixed-Term Contract
Salary: R1 354 200 to R1 876 176 per annum

Purpose: • The purpose of this position is the overall executive management of the infrastructure services development portfolio across the City – which comprises of energy services; water and sanitation; roads and stormwater; municipal building maintenance and municipal fleet and workshop management • Stakeholder engagement within the municipality and other stakeholders across all spheres of government and governance • The executive management of personnel and financial administration.

Key Performance Areas: • Develop and implement by-laws, policies and procedures for infrastructure development services • Determine tariffs applicable to the Department's services • Establish and maintain a comprehensive set of management and financial systems and controls within the Department and implement a regular reporting regime in terms of the requirements of the MFMA and municipal accounting standards • Procure the services of professionals, contractors, goods and services in terms of the regulatory framework of the Municipal Supply Chain Management Policy • Manage the human resources of the Department to ensure labour stability and minimise disputes • Manage and ensure the integration of the Department's functions with those of other service delivery Departments, so as to advance the developmental responsibility of the Municipality • Ensure compliance with the implementation of the Municipality's Integrated Development Plan, the Service Delivery Budget Implementation Plan and the Performance Management System • Contribute to the establishment of sustainable communities by ensuring cost-effective and efficient service delivery • Identify the immediate, short and long-term objectives/plans in respect of maintaining synergy between the Department's strategic intent and outputs • Disseminate strategic, functional and operational information on the immediate, short and long-term objectives and current developments, problems and constraints • Manage the administrative and reporting requirements associated with key performance and results indicators of the Department's functionality • Prepare, implement and control the expenditure of large departmental Operating and Capital Budgets • Maintain links with Provincial Government and key sector bodies such as the Department of Co-operative Governance and Traditional Affairs (COGTA) and the National Treasury and represent the best interests of the Municipality in relation to infrastructure and engineering services.

Qualifications and Experience

Essential: • Bachelor's degree in Civil Engineering or B Technology in Civil Engineering and must be registered with a recognised engineering professional body • Five (5) years or more experience at Executive Management/Executive Director level – with good knowledge of local government legislation and policy.

Preferred: • Master's degree in Civil Engineering and registered with a recognised engineering professional body • 8 years or more experience at Executive Management/Executive Director level – with excellent knowledge of local government legislation and policy.

Executive Manager: Operations Management (Ref: 02)

5-Year Performance-Based Fixed-Term Contract
Salary: R1 354 200 to R1 876 176 per annum

Purpose: • To strategically lead and oversee implementation of service delivery operations for Mogale City and serve as a key strategic interface between service delivery functions and administrative leadership so as to ensure that the City delivers efficient and effective municipal services to all stakeholders.

Key Performance Areas: • Drive the Department's strategic planning process in contribution to the City's Strategy • Lead the Department's Service Delivery and Budget Implementation Planning (SDBIP) process • Ensure sound Departmental Financial Planning and Budgeting processes • Oversee the Departmental Demand Planning process • Lead and facilitate the Departmental Performance Management Planning process • Lead and manage the Intergovernmental relations processes • Ensure effective and efficient Departmental Service Delivery Model functions, processes, procedures, systems and policies • Oversee integrated development planning • Oversee the provision of professional corporate communication and marketing • Ensure and oversee the strategic planning process • Ensure a dynamic monitoring and review process on performance management • Ensure implementation of good governance and effective risk management systems within the Department • Ensure effective control of the Department's Human Resources • Ensure effective financial control of the Department • Ensure effective implementation of Supply Chain Management control systems within the Department in line with the City's GSCM Policy • Manage the administrative and reporting requirements associated with the Department's operations.

Qualifications and Experience

Essential: • A Bachelor's degree in Business Administration/Public Management • Five (5) years or more working experience in the field of Public Administration or Business Administration or Management Sciences or related disciplines, of which five (5) years should be at a Senior Management level • Knowledge of the Local Government legislative environment with extensive knowledge of critical competencies such as MFMA, MSA, among others.

Preferred: • A Post Graduate qualification (Master's degree) in Public Administration, Business Administration or Public Management • More than 8 years' working experience in the field of Public Administration or Business Administration or Management Sciences or related disciplines, of which seven (7) years should be at a Senior Management level • Knowledge of the Local Government legislative environment with extensive knowledge of critical competencies such as MFMA, MSA, among others • Extensive knowledge and understanding of City policy issues.

Manager: Water and Sanitation Services (Ref: 03)

Permanent

Salary: R1 350 000 to R1 624 714.82 per annum

Purpose: • To manage the provision of Water Services of Mogale City Local Municipality so as to ensure smooth, effective supply, delivery, refurbishment, upgrades of water infrastructure • Ensuring effective water conservation and that a demand management program is in place to curb water losses and ensure equitable distribution of the water resources of Mogale City • Ensure the water quality complies with applicable regulatory frameworks and standards • Development and review of water services development plans and master plans.

Key Performance Areas: • Development of water services, water plans (WSDSPS), master plans and review of water By-laws • Review of the water conservation and demand management strategy • Development of water operations and maintenance plans • Maintenance of the Municipal water network, infrastructure refurbishments and upgrades • Statutory compliance and Council Resolution implementation • Ensure compliance to potable water standards (SANS241) and water related legislation • Implementation of the water projects programme • Quality and compliance project management • Ensure effective allocation and utilisation of allocated funds according to the MFMA • Prepare and present budget implementation reports to EXCO according to financial guidelines, for approval • Establish and maintain good relations with both internal and external stakeholders • Improve service delivery.

Qualifications and Experience

Essential: • A relevant BEng or BSC (Eng.) degree and eligibility as PR Eng, plus in the case of electrical or mechanical disciplines, depending on the size of installations, a GCC or PR Cert Eng • Computer Literacy – MS Office • Ten (10) years or more relevant experience post registration.

Preferred: • Post Graduate degree in Engineering/NQF Level 8 in Civil Engineering PLUS Registration with ECSA PLUS general management and leadership programme qualification • Seven (7) years working experience in a Water and Sanitation or Water Services Environment, four (4) years of which should be at a Junior Management Level.

Manager: Credit Control (Ref: 04)

Permanent

Salary: R1 350 000 to R1 624 714.82 per annum

Purpose: • To manage revenue collection, the implementation of credit control and client services and indigent management processes.

Key Performance Areas: • Monitor and evaluate policy development review and implementation • Manage of approved indigents • Manage consumer refunds • Implement Credit Control policy • Resolve audit queries • Manage Key Accounts • Customer Care Relations • Effective Change Management Control procedures • Performance management of the Division • Participate in the recruitment and selection process • Comply with Legal, regulations and statutory framework and processes • Manage budget • Improve on service delivery • Ensure professional interaction and communication with clients • Align the divisional strategy to the corporate strategy plan, IDP and SDBIP • Analysing the organisation's investment in its Debt Management and Customer Accounts plan on a quarterly basis • Compiling and reviewing the division's policies, systems and procedures in line with legislative requirements and amendments • Management of approved indigents • Management of consumer refunds • Implementation of the Credit Control policy • Resolve audit queries • Manage Key Accounts • Customer Care Relations • Effective Change Management Control procedures • Performance management of the Division • Human Resource Management • Financial Management • Compliance with legal, regulatory and statutory framework and processes • Continuous service delivery improvement.

Qualifications and Experience

Essential: • A relevant three (3)-year tertiary qualification, preferably a National Diploma, or B-Tech, or B Com (Law) with financial management • Certificate Programme in Management Development of Municipal Finance (CPMD) • Computer literacy: MS Office • Five (5) - eight (8) years or more relevant years relevant experience covering all aspects of the relevant financial process and the management of financial information or specialist experience in a finance discipline • Extensive understanding and knowledge of the application of applicable local government legislation (e.g., MSA, MFMA, and others).

Preferred: • Degree/Post-Graduate Degree NQF Level 8 in Finance Management/Accounting/Cost Management PLUS Programme Certification in Management Development/General Management and Leadership • Computer literacy: MS Office • Nine (9) -twelve (12) years working experience in a Finance Environment, five (5) years of which should be at Middle Management Level • Extensive understanding and knowledge of the application of applicable local government legislation (e.g., MSA, MFMA, and others).

Manager: Expenditure Management (Ref: 05)

Permanent

Salary: R1 350 000 to R1 624 714.82 per annum

Purpose: • To ensure that all Municipal payments are processed and paid timeously in terms of Section 65 of the Municipal Financial Management Act and that salaries are paid on time.

Key Performance Areas: • Align the divisional strategy to the corporate strategy plan, IDP and SDBIP • Monitoring and evaluation of policy development review and implementation • Maintenance and reconciliation of payroll • Accurate final payment of terminated employees • SARS Reconciliations • Preparation of the year-end audit file • Audit pack preparation • Grant and subsidies management • Prevented over or under payment of salaries. Creditors reconciliations and payments • Performance management of the Division • Human Resource management • Comply with legal, regulatory and statutory framework and processes • Financial management • Continuous improvement on service delivery.

Qualifications and Experience

Essential: • A relevant three (3)-year tertiary qualification, preferably National Diploma, or B-Tech, or B Com with financial management • Certificate Programme in Management Development of Municipal Finance (CPMD) • Computer literacy: MS Office • Eight (8) years or more relevant experience covering all aspects of the relevant financial process and the management of financial information or specialist experience in a finance discipline • Extensive understanding and knowledge of the application of applicable local government legislation (e.g., MSA, MFMA, and others).

Preferred: • Degree/Post-Graduate degree NQF Level 8 in Finance Management/Accounting/Cost Management PLUS Certificate Programme in Management Development/General Management and Leadership Programme • Computer literacy: MS Office • Nine (9) -twelve (12) years working experience in a Finance Environment, five (5) years of which should be at Middle Management Level • Extensive understanding and knowledge of the application of applicable local government legislation (e.g., MSA, MFMA, and others).

Manager: Catalytic Investment Programme (Ref: 06)

Permanent

Salary: R1 350 000 to R1 624 714.82 per annum

Purpose: • The planning, promotion, facilitation, resourcing and the implementation of the Catalytic Investment Programme across the City: • Integrated urban development • Human settlements • Neighbourhood development • Overall programme management and strategic advisory on infrastructure investment and implementation across the City (capital infrastructure funding).

Key Performance Areas: • Align the divisional plan to the corporate strategy plan, IDP and SDBIP • Monitoring and evaluation of policy development review and implementation • Contract management • Strategic project management • Risk management • Monitoring the Municipal Infrastructure Grants processes • Administer Supply Chain Management processes • Administer Supply Chain Management processes • Change management • Stakeholder management • Performance management of the Division • Human Resource management • Comply with legal, regulatory and statutory framework and processes • Financial management • Improve service delivery continuously.

Qualifications and Experience

Essential: • Bachelor's degree in Civil Engineering or B Technology in Civil Engineering. Registration with a recognised engineering body will be an added advantage • Five (5) years or more experience at Middle Management Level with good knowledge of local government legislation and policy and hands-on experience in project management and financial management of integrated urban development, human settlements, neighbourhood partnership and water and sanitation grant funding.

Preferred: • Master's degree in Civil Engineering and registration with the engineering professional body • Eight (8) years or more experience at Middle Management Level with excellent knowledge of local government legislation and policy, grant funding and project management.

Applications for both executive managers and managers must be filed through an application form available on our website: www.mogalecity.gov.za together with a comprehensive Curriculum Vitae, copies of documents (ID, driver's licence and relevant qualifications) should be certified from originals and certification should not be more than three months old.

Applications can be forwarded to the following email addresses quoting the Reference Number.

Ref.1 and Ref.2 – pennym@pinpointone.co.za

Ref.3 and Ref.6 – nastassia@pinpointone.co.za

Ref.4 and Ref.5 – samueln@pinpointone.co.za

Enquiries: Lucia Mabasa, tel. (011) 325 5101

CLOSING DATE: Sunday, 03 March 2024.

Applicants who have not received any correspondence from us within three months from the closing date can consider their application unsuccessful. Security vetting will be conducted on all prospective employees.

It is the applicants' responsibility to have foreign qualification evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation.