

The municipality of George comprises of the former municipalities of George, Pacaltsdorp, Thembaletu, Wilderness and the surrounding rural areas including Haarlem and Uniondale. As the hub of growth along the picturesque Garden Route, the municipality strives to provide the best possible amenities to its residents, the business community, industry and tourists.

If you comply with the minimum requirements, possess the necessary integrity, good interpersonal skills and an excellent track record, you are invited to apply for the following vacancy:

**Director: Corporate Services
(Section 56 appointment)
(Permanent Appointment until the retirement age of 65)**

Ref no: CORP 01/05/2024

MINIMUM REMUNERATION PACKAGE	TOTAL	MIDPOINT REMUNERATION PACKAGE	TOTAL	MAXIMUM REMUNERATION PACKAGE	TOTAL
R 1,103,033		R1, 297,685		R1, 492, 337	

Key Performance Areas

As a member of the senior management team, your portfolio will take responsibility to strategically manage the following functions: Human Resources Management, Administration and Support Services (Including Administrative Office of the Political Office Bearers and Complaints Services) and Legal and Compliance Services.

Requirements

Completed post graduate degree in Public Administration / Management Sciences / Law or an equivalent qualification which is registered on the National Qualifications Framework at NQF level 8 with a minimum of 120 credits • Compliance with the minimum competency requirements for Senior Managers as laid down in Government Notice R493 dated 15 June 2007 or alternatively as per the exemption as laid down in the Government Gazette 40593 dated 03 February 2017 and Government Gazette 41996, dated 26 October 2018 • Minimum of 7 years at senior and middle management level, of which at least 2 years must be at senior management level • The required core competencies and minimum competency requirements as stipulated in Annexures A and B of the Regulations on Appointment and Conditions of Employment of Senior Managers as promulgated in Government Gazette 37245 dated 17 January 2014 • Good knowledge and understanding of relevant policies and legislation • Good knowledge and understanding of institutional governance systems and performance management • Must have extensive knowledge of the Public Office Environment including Human Capital Management, Legal Services, Council Support, Facilities Management • Good Knowledge of Supply Chain Management Regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No.5 of 2000) • Excellent communication and facilitation skills in at least two of the three official languages of the Western Cape.

To apply:

Please forward your CV (**not more than 5 pages**), covering letter and details of at least three recent contactable references, together with the **prescribed application form** (fully completed) as provided in Regulation 11 of Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers Gazette No. 37245. The form is also available on the website of the municipality: www.george.gov.za to The Manager Human Resources, PO Box 19, George, 6530 or via e-mail: MMofficePosts@george.gov.za

A certified copy of **only your highest qualification** must accompany your application. **No copies of other qualifications must be included at this stage.**

For further details please phone the Municipal Manager: Dr M Gratz at (044) 801 9069.

Closing date for applications is at **16:30 on 14 June 2024**. Late applications will not be considered. Canvassing of Councillors for the purpose of being appointed is not permitted, and proof thereof will result in automatic disqualification.

General: •The successful applicant will be signing an employment contract, performance agreement and disclosure of financial interest • The Municipality reserves the right to not make an appointment • Candidates must be willing to be subjected to an interview and evaluation process (over two days) • Candidates invited for selection are responsible for their own travelling and accommodation costs • Applicants must be willing to provide permission for qualifications, credit and criminal record verification • If you have not received feedback within 2 months of the closing date, please accept that your application was unsuccessful.