

DIRECTOR LOCAL ECONOMIC DEVELOPMENT

Term of Contract: Permanent.

Stationed in Klerksdorp

Remuneration: Total remuneration package will be in terms of Government Gazette No 50737 dated 30 May 2024, (i.e. Minimum R1 283 670; Midpoint R1 528180 and R1 724 407 / annum).

Higher Education Qualification

At least a **Post Graduate Degree in Economics / Econometrics / Local Economic Development** or relevant qualification registered on the National Qualifications Framework at **NQF Level 8**.

7 Years' experience of which **two years** must be at **senior** management level and **five years** relevant experience must be at **middle** management level,

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
- Advanced knowledge of knowledge local economic development, including:
 - Rural Development
 - Tourism
 - Enterprise Development
 - Fresh Produce Market
- Council support
- Labour Relations Act, and other labour related prescripts
- Legal background and Human capital management and
- Knowledge of coordination and oversight of all specialised support functions
- Good governance
- Audit and Risk management establishment and functionality and
- Budget and finance management
- Ability to be an innovative and strategic leader.
- Good facilitation and communication skills in at least two of the three official languages

Key Performance Areas

- Plan, direct and manage directorial functions of the directorate effectively and efficiently
- Manage the following units:
 - Rural Development
 - Tourism
 - Enterprise Development
 - Fresh Produce Market
- Implement Council resolutions in timely manner and follow up on directions given
- Formulating and implementation of the directorate's Integrated Development Planning
- Directorate's budget preparation and management
- Development and implementation of directorate's Service Delivery and Budget Implementation Plan
- Maintenance of directorate's performance management system and annual reporting
- Directorate's human resource development and management and supervision of departmental staff including industrial relations
- Communicate effectively with all persons and organizations concerned
- Attending and implementing Council and Mayoral Committee meetings and submitting reports
- Reports directly to the Municipal Manager

General Requirements:

- Minimum competency level in the unit standards in a competency area required for the position in terms of the Regulations, in line with the Local Government: Municipal Regulations on Minimum Competency Level, 2007, as amended on 26 October 2018.
- Certificate in Municipal Finance Management (CMFM) or Certificate Program in Municipal Development (CPMD) in line with Minimum regulations on competency level of 2007.
- Have proven successful management experience in administration
- Registration with a recognized professional body
- The need to undergo security vetting
- The need to undergo competency assessment test
- Valid EB driver's licence and **NO** criminal record
- The need for signing of an employment contract, a performance agreement and disclosure of financial interest
- Computer literate
- Local Government experience will be added advantage
- A South African citizen, or a permanent resident of South Africa

Leading Competencies

- Strategic Direction and Leadership - Impact and Influence; Institutional Performance Management; Strategic Planning and Management and Organisational Awareness
- People Management - Human Capital Planning and Development; Diversity Management; Employee Relations Management and Negotiation and Dispute Management
- Program and Project Management - Program and Project Planning and Implementation; Service Delivery Management; Program and Project Monitoring and Evaluation
- Financial Management - Budget Planning and Execution; Financial Strategy and Delivery and Financial Reporting and Monitoring
- Change Leadership - Change Vision and Strategy; Process Design and Improvement and Change Impact Monitoring and Evaluation
- Governance Leadership - Policy Formulation; Risk and Compliance Management and Cooperative Governance

Core Competencies

- Moral Competence
- Planning and Organising
- Analysis and Innovation
- Knowledge and Information Management
- Communication
- Results and Quality Focus

CLOSING DATE: 8 September 2025

If interested, you are requested to submit a completed **Prescribed Application Form** and detailed **Curriculum Vitae** to the Performance Management Unit, Room 301, 3rd Floor, Civic Centre, OR Tambo Avenue, Klerksdorp. The prescribed application form is available on Matlosana's municipal website (www.matlosana.gov.za)

Alternatively, the completed **Prescribed Application Form** and **Curriculum Vitae and qualifications/certificates** may be mailed to: Performance Management Unit, P.O. Box 99, Klerksdorp, 2570 or e-mailed to cvanrensburg@klerksdorp.org

Enquiries can be made with Mrs. C Jansen van Rensburg (Manager Strategic Performance, Monitoring and Evaluation) at 018 487 8520. Suitably qualified and/or experienced persons with disabilities are encouraged to apply.

If you have not been contacted by the City of Matlosana within three months of the date of closure, you may accept that your application has been unsuccessful.

Applications not made on the PRESCRIBED APPLICATION FORM or without certified copies of original documentation will not be considered.

Costs incurred for attending an interview will be for the candidate's own account.

The City of Matlosana is an Equal Opportunity Employer.

Civic Centre
P.O. Box 99
KLERKSDORP
2570

MS L SEAMETSO
MUNICIPAL MANAGER

Notice No.37/2025