

INGQUZA HILL LOCAL MUNICIPALITY



RE- ADVERTISEMENT

Ingquza Hill Local Municipality (Incorporating **Flagstaff and Lusikisiki Towns**) hereby invites applications from suitably qualified and experienced persons to fill the following vacancy: Applicants who have previously applied for the position must re-apply.

1. Manager: Social Services (2 year Fixed Term Performance Based Contract)

Requirements

- A National Diploma or degree in Developmental or Social Studies / Public Administration or any other relevant NQF 6 qualification.
- Computer literacy
- A code EB Driving License.
- At least 3 -5 years' work experience.
- Understanding of Local government will be the added advantage.

Competencies

- Leadership skills , coupled, with report writing and organizing skills,
- Ability to adhere to strict deadlines and
- Good presentation skills

Key Performance Areas

- Managing and reporting on implementation outcomes with regards to project related interventions (Social Development Programmes) and work in progress and providing reasons and recommendations to improve and / or sustain the quality and performance levels of the Section.
- Maintaining and managing of social and community facilities , establishing and implementation of policies governing the use and operation of social facilities and Multi-Purpose Community Centers (MPCC)
- Ensuring continuous access to Library facilities to all residents and analyzing new and existing library issues and reporting on trends to the Director of Community services.
- Ensuring system development for good quality and proper cemeteries and crematoria facilities exist and that such facilities are properly maintained for burial purposes and post burial purposes

- Ensure proper co-ordination of all sports , arts and culture activities within the jurisdiction of the municipality

An all-inclusive total cost to company of R919 649.07 Salary Per Annum

Application letter with comprehensive CV, and certified copies of qualifications and Identity Documents, must be addressed to:

The Acting Municipal Manager, Ingquza Hill Local Municipality, P.O. Box 14, Flagstaff, 4810. Hand delivered applications can be sent to no: 135 Main Street, Flagstaff or no 66 Main Street, Lusikisiki, clearly marked “**Application for Employment**”.

Faxed, emailed or late applications will NOT be accepted and will not be responded to.

Closing date for all applications: 11 February 2020

NB. Qualifications checks and security clearance and practical driving tests where applicable will be done to selected candidates.

Applicants who do not get a response from the Municipality within three months after the closing date should assume that they were not successful.

It is the intention of Ingquza Hill Local Municipality, as an **Affirmative Action Employer** in compliance with Employment Equity Act as amended to promote the interests of **previously disadvantaged** groups **when** filling the above positions, in conjunction with the municipality’s Employment Equity Plan.

Ingquza Hill Local Municipality reserves the right not to fill the advertised post at the sole discretion of Council.

For further enquiries contact Ms T.Macanikwa (Human Resources Administration officer) at 039 253 1568 / 1539/1096 or tmacanikwa@ihlm.gov.za

MS M. NDWANDWE
ACTING MUNICIPAL MANAGER