



The City of Tshwane seeks to fill the following executive-level position. Appointment in this position will be subject to signing an employment contract and performance agreement, as well as disclosing financial interests.

Fixed-term performance-based contract for a period being the shortest of two years and three months or a period with a termination date not exceeding one year after the next general local government election

Job Forum 3/2020

CITY MANAGER

Re-advertisement

(Reference number: OFCM011-2020)

Annual all-inclusive remuneration package R2 568 755; R3 251 589; R3 934 423 per annum

To be stationed at Tshwane House, Pretoria Central, but functioning in the whole municipal area of Tshwane

Appointment requirements

- A bachelor's degree in Public Administration, Political Science, Social Science, Law or an equivalent degree
- A master's degree in Management Sciences will be an added advantage
- Preferably twelve years' experience, but no less than five years' experience at senior management level
- Proven experience in successful institutional transformation in the public or private sector
- 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
- Good governance skills
- Understanding of the establishment and the functionality of audit and risk management
- Budget and financial management skills
- Ability to make high-risk decisions of a long-term and strategic nature
- Compliance with the MFMA unit standards as prescribed by Regulation 493 of 15 June 2007 as published in *Government Gazette* 29967 of 15 June 2007
- No criminal record (excluding previous convictions related to political activities under the previous dispensation) and the applicant must undergo security vetting
- Competency assessment
- Computer literacy

Leading competencies: Strategic direction and leadership skills; people management skills; programme and project management skills; financial management skills; change management skills; change leadership skills; governance leadership skills

Core competencies: Moral competence; planning and organising skills; analytical and innovation skills; knowledge and information management skills; communication skills; ability to focus on results and quality.

Primary functions: To strategically lead and manage the total administration of the City of Tshwane to ensure that the City becomes the leading African city that it aspires to be. The City Manager reports to the Executive Mayor of Tshwane and will manage a team of senior managers with diverse portfolios. The City Manager is responsible and accountable for the following key performance areas:

- To lead the Municipality's administration in such a manner that a culture of performance and service delivery excellence is pursued and sustained
- To direct, coordinate and implement the Municipality's Integrated Development Plan, including the development of policies and procedures to facilitate effective community participation
- To provide sound advisory and strategic support to the Executive Mayor, Mayoral Committee and political structures of Council
- To manage the administration of the Municipality to fulfil the objectives of the City of Tshwane's Five-year Strategic Plan
- To facilitate and foster sound stakeholder relationships with all key stakeholders such as the community, the administration, the political arm, the business community, and tertiary, academic and research institutions as well as the diplomatic corps
- To ensure that the financial practices of the City of Tshwane embrace the principles of developmental

finance, thereby advancing effective delivery of the City's Development Strategy

- To ensure adherence to all legislation that govern local government
- To be accountable for fiscal responsibility and governance

Kindly apply online by visiting the City of Tshwane public website; click on the services *link* and then click e-recruitment.

(Internal candidates can apply through the intranet ESS-MSS portal or the public website.)

Application forms are available on the City of Tshwane website at

<http://www.tshwane.gov.za/sites/Departments/Corporate%20and%20Shared%20Services/Pages/Job-Forum.aspx>

Enquiries: M. Mutlaneng (012 358-1385) Email: MmaseabataM@TSHWANE.GOV.ZA)

Closing date: 8 June 2020