



MATJHABENG LOCAL MUNICIPALITY

Private Bag X708, WELKOM; 9460, Tel: (057) 391 3224/ 057 391 3911, Fax: (057)353 -2482 0461
 Website: www.matjhabeng.co.za; e-mail: munman@matjhabeng.co.za

Matjhabeng Local Municipality comprises of the following towns; Welkom; Virginia; Odendaalsrus; Allanridge; Hennenman and Ventersburg. Matjhabeng Local Municipality subscribes to the principles of affirmative action and all accompanying regulations that seek to address the imbalances of the past. The administrative offices of the municipality are situated at Welkom; which is 225.8 km's south of Johannesburg and 152.8 North of Bloemfontein.

To this end, the municipality seeks to fill the following vacant and strategic positions.

JOB RE-ADVERTISEMENTS

1. JOB TITLE	EXECUTIVE DIRECTOR: INFRASTRUCTURE		
EMPLOYMENT TYPE	PERMANENT (Section 56 Manager)		
REPORTING DIRECTLY TO	Municipal Manager		
REMUNERATION	As per Government Gazette No 54505 of 14 April 2026 for a Category 6 municipality		
	Minimum	Midpoint	Maximum
	R1 716 216	R1 799 583	R1 887 000
MAIN PURPOSE OF THE JOB	To provide strategic leadership, planning, and management of municipal infrastructure services to ensure the sustainable delivery, operation, and maintenance of quality infrastructure in line with the Municipality's Integrated Development Plan, legislative requirements, and service delivery objectives. The role is responsible for overseeing infrastructure development, asset management, and technical services to support socio-economic growth and improve the quality of life for all communities.		
NO. OF INCUMBENTS	1		
PLACE OF WORK	Matjhabeng Local Municipality		
MINIMUM REQUIREMENTS	<ul style="list-style-type: none"> • Bachelor of Science Degree in Engineering / B Tech: Engineering, or equivalent (NQF Level 7) • Valid driver's licence 		

EXPERIENCE	<ul style="list-style-type: none"> • At least 5 years' experience at middle management level, or as programme/ project manager • 3-4 years must be at professional/ management level in engineering management experience.
KNOWLEDGE	<ul style="list-style-type: none"> • Good knowledge and understanding of relevant policy and legislation • Good knowledge and understanding of institutional governance systems and performance management • Must have extensive knowledge of the public office environment • Must be able to formulate engineering master planning, project management and implementation.
ADDED ADVANTAGE	<ul style="list-style-type: none"> • Certificate of competency as required in terms of the General Machinery Regulations, 1988; or • Registration with a recognised relevant engineering professional body.
KEY PERFORMANCE AREAS	<ul style="list-style-type: none"> • Managing and coordinating all functions within the Infrastructure Directorate. • Ensuring compliance with the Municipal Systems Act, MFMA, Municipal Structures Act, and related legislation • Developing and implementing directorate policies, strategies, and operational plans • Managing directorate budgets, assets, and expenditure in compliance with MFMA and Treasury prescripts • Leading and managing personnel, performance management, and skills development. • Ensuring effective community participation and stakeholder engagement. • Preparing and submitting statutory and management reports to the Municipal Manager and Council structures.
CONDITIONS OF APPOINTMENT	<ul style="list-style-type: none"> • Appointment will be subject to the signing of a performance agreement and employment contract within 60 days • Successful candidates will be required to disclose financial interests annually • Subject to security vetting, lifestyle audit, competency assessments, reference checks and verify qualifications. • The Municipality reserves the right not to make an appointment

2. JOB TITLE	EXECUTIVE DIRECTOR: COMMUNITY SERVICES		
EMPLOYMENT TYPE	PERMANENT (Section 56 Manager)		
REPORTING DIRECTLY TO	Municipal Manager		
REMUNERATION	As per Government Gazette No 54505 of 14 April 2026 for a Category 6 municipality		
	Minimum	Midpoint	Maximum
	R1 716 216	R1 799 583	R1 887 000
MAIN PURPOSE OF THE JOB	The Executive Director: Community Services will provide strategic leadership and management of the Community Services Directorate to ensure the effective delivery of sustainable, inclusive, and quality community services in line with the municipality's Integrated Development Plan (IDP), Service Delivery and Budget Implementation Plan (SDBIP), and applicable legislation.		
NO. OF INCUMBENTS	1		
PLACE OF WORK	Matjhabeng Local Municipality		
MINIMUM REQUIREMENTS	<ul style="list-style-type: none"> • Bachelor's Degree in Social Science, Public Administration, Law or equivalent; • Valid driver's licence 		
EXPERIENCE	<ul style="list-style-type: none"> • At least 5 years' experience at middle management level; • Have proven successful institutional transformation within public or private sector. 		
KNOWLEDGE	<ul style="list-style-type: none"> • Good knowledge and understanding of relevant policy and legislation • Good knowledge and understanding of institutional governance system and performance management • Understanding of Council Operations and delegation of powers, as well as- <ul style="list-style-type: none"> ○ Health services management ○ Cemetery management ○ Public safety, and ○ Parks and recreation management 		
ADDED ADVANTAGE	<ul style="list-style-type: none"> • Registration with the South African Council for Social Service Professionals (SACSSP) or similar recognised relevant professional body 		
OTHER REQUIREMENTS	<ul style="list-style-type: none"> • Sound knowledge of local government legislation and governance and municipal operations • Strong strategic, leadership, financial, and people management skills • Institutional transformation and organisational development • Service delivery management • Governance, compliance, and risk management • Excellent communication and stakeholder engagement abilities • No criminal record (except for previous political offences) 		
KEY PERFORMANCE AREAS	<ul style="list-style-type: none"> • Managing and coordinating all functions within the Community Services Directorate • Ensuring compliance with the Municipal Systems Act, MFMA, Municipal Structures Act, and related legislation 		

	<ul style="list-style-type: none"> • Developing and implementing directorate policies, strategies, and operational plans • Managing directorate budgets, assets, and expenditure in compliance with MFMA and Treasury prescripts • Leading and managing personnel, performance management, and skills development
	<ul style="list-style-type: none"> • Ensuring effective community participation and stakeholder engagement • Preparing and submitting statutory and management reports to the Municipal Manager and Council structures
CONDITIONS OF APPOINTMENT	<ul style="list-style-type: none"> • Appointment will be subject to the signing of a performance agreement and employment contract within 60 days • Successful candidates will be required to disclose financial interests annually • Subject to security vetting, lifestyle audit, competency assessments, reference checks and verify qualifications. • The Municipality reserves the right not to make an appointment

APPLICATIONS	<ol style="list-style-type: none"> 1. Only South African citizens or permanent residents are eligible to apply. 2. Applicants must download and fill in an Application Form (Annexure C) available on the Municipal Website at (www.matjhabeng.co.za); which is also accessible on (webpage) or directly from the Government Notice No. 21 of 17 January 2014 (Annexure C). No Applications will be considered if it is not on the Official Application Form. The application form must be accompanied by detailed CV with contactable references, recently certified original copies (not older than 3 months) of qualifications, Identity document, driver's licence and covering letter. Faxed or late applications will not be considered. 3. Fraudulent qualifications, information or documents will disqualify any applicant 4. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach proof thereof. 5. Short-listed candidate will be subjected to reference checks, criminal record check and signing of indemnity forms. The applicant therefore gives consent that their personal information may be accessed for verification purposes in adherence to the POPI Act 6. Recommended candidates will be subjected to a competency-based assessment over 2 day's prior appointment in terms of Annexure A (Competency framework for Senior Managers) of Notice No.21 of Government Gazette No. 37245 of 17 January 2014; 7. The successful candidate will be required to sign an Employment Contract before assumption of duty, a Performance Agreement within 60 days of appointment and the necessary Disclosure of Financial Interest Forms as well as undergoing the necessary Security Vetting Processes. 8. The incumbent will be stationed at Matjhabeng Local Municipality's head office situated in Welkom but may be deployed anywhere within the municipality depending on the operational requirements. 9. Due to the large number of applicants, correspondence will be limited to the short-listed candidates only. If you have not been contacted within a period of two months after the closing date of the advertisement, kindly accept that your application has been unsuccessful. 10. The municipality reserves the right not to appoint any applicant to this position. 11. Direct or indirect canvassing for preferential treatment will result in automatic
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	<p><i>disqualification of affected candidate.</i></p> <p>12. <i>Women and Persons with disabilities are encouraged to apply.</i></p> <p>13. <i>Applicants who previously applied for the position of Executive Director: Community Services MUST re-apply.</i></p> <p>Applications for this vacancy must be submitted in a regulated application form, accompanied by certified copies of qualifications and ID addressed to: The Acting Municipal Manager: Dr. V. Adonis; Private Bag X707; Welkom; 9460.</p>
	<p>Applicants are encouraged to submit their applications online via the municipality's website: https://mimjp.matjhabeng.co.za.</p> <p>Further information / application forms are available from the Acting Executive Director Corporate Services, Mr. Ntsikelelo Mtirara on 057 391 3911 during office hours.</p>
CLOSING DATE OF APPLICATIONS	CLOSING DATE: 26 JUNE 2026
ENQUIRIES PERSON	Mr. N. Mtirara -Acting Executive Director: Corporate Services Tel: 057 391 3911

Approved by.



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Dr. V. Adonis
Acting Municipal Manager
Matjhabeng Local Municipality