

UBUHLEBEZWE LOCAL MUNICIPALITY

Ubuhlebezwe Local Municipality with its seat in Ixopo invites applications from suitably qualified persons for appointment to the following position.

DEPARTMENT OF SOCIAL DEVELOPMENT

Manager Community Development

SALARY: R 667 098.36 Per Annum (All inclusive)

MINIMUM REQUIREMENTS

- Grade 12 Certificate
- Bachelor's Degree in Social Sciences, Community Development, Public Management
- Minimum of 3 years' supervisory experience in community development environment.
- Strong Project Management Experience and report writing skills
- Computer literacy.
- Valid driver's licence.


KEY PERFORMANCE AREAS:

- Manages and directs the key performance areas and associated outcomes of the Community Programmes , Youth Development, Sport Art & Culture, Gender/Human Rights and HIV/Aids.
- Implementing policies, procedures, systems and controls related to the designated sector groups through receiving, updating and recording of information and activities associated with the functionality.
- Analyzing reports on expenditure and cash flow predictions on programmes in conjunction with the approved budget and taking the necessary corrective measures on deviations identified.
- Participating in Management discussions and presenting the constraints and/ or effectiveness of the department to provide core service delivery functions with information necessary to institute corrective measures and/ or attend to complaints.
- Community Liaison and relations
- Community based Research Projects
- Identifying community skills, assets, issues and needs whilst ensuring that local people have their say
- Analyse local needs and issues, initiate awareness of and establish projects that respond to such needs and issues
- Developing new resources in dialogue with the community and evaluating existing programmes
- Building links with other groups and agencies
- Helping to raise public awareness on issues relevant to the community
- Managing multiple Project budgets, and project reporting on an ongoing basis

Ubuhlebezwe Municipality is an equal opportunity, affirmative action employer.

A signed letter of application indicating the position being applied for, together with a comprehensive Curriculum Vitae and certified copies of certificates and Identity Document, must be forwarded to: The Municipal Manager, P. O. Box 132, and IXOPO 3276 by not later than 16h00 on 24 July 2020. Faxed applications will not be accepted. If you do not hear from Council within 30 days of the closing date, please consider your application as unsuccessful. All enquiries should be directed to the HR Officer, Ms B Nondabula at (039) 834-7700.

Council reserves the right not to make any appointment/appointments into the abovementioned positions.



GM Sireke
Municipal Manager