

CAPRICORN DISTRICT MUNICIPALITY

BOX 4100
POLOKWANE
41 BICCARD STREET
POLOKWANE



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FAX: 015 295 4010
E-MAIL: info@cdm.org.za
WEBSITE: www.cdm.org.za

DEPARTMENT: COMMUNITY SERVICES (RE-ADVERT – THOSE WHO APPLIED BEFORE SHOULD REAPPLY)

POSITION: EXECUTIVE MANAGER COMMUNITY SERVICES

DURATION: PERMANENT BASIS (In accordance with the Municipal Systems Act as amended)

REMUNERATION PACKAGE:

Grade	Minimum	Lower	Midpoint	Upper	Maximum
5	R1 631 130.00	R1 670 277.00	R1 710 363.00	R1 751 412.00	R1 793 446.00

(All-inclusive package in line with the Upper Limits of Total Remuneration Packages of Municipal Managers and Managers directly accountable to Municipal Managers, Government Gazette No: 55150 dated 05 August 2026)

REQUIREMENTS: Bachelor Degree in Social Sciences / Public Administration / Law or equivalent; Five (5) years' experience at middle management level and must have proven successful institutional transformation within public or private sector. A post-graduate degree in a related field or registration with the South African Council for Social Service Professions (SACSSP) or similar recognized relevant body will be an **added advantage**.

LEADING MANAGERIAL COMPETENCIES: Strategic direction and leadership; People management, Program and project management, financial management; change and governance leadership, planning and organizing, analysis and innovation, knowledge and information management; communication as well as result and quality focus.

KNOWLEDGE, SKILLS AND PERSONAL ATTRIBUTES: Good knowledge and understanding of relevant policies and legislations; Good knowledge and understanding of institutional governance systems and performance management; Understanding of council operations and delegations of powers as well as **Health Service management, Cemetery management, Public safety and Parks and recreation management**. Good knowledge of supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

RESPONSIBILITIES: Reporting to the Municipal Manager the incumbent will be responsible to lead, direct and manage staff within the Community Services department so that they are able to meet their departmental and organizational objectives. The incumbent will be responsible for the following: Disaster Management Services, Fire and Rescue Services, Municipal Health Services amongst other responsibilities; Efficiently manage and control the budget for the Department; Prepare and submit required reports to the Municipal Manager and relevant political structures; Develop and implement the Department's Service Delivery and Budget Implementation Plan (SDBIP); Perform any other related functions as requested by the Municipal Manager.

This advertisement is in line with the **Local Government: Municipal Systems Act, Act No. 32 of 2000 as amended, Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers (Government Gazette 37245 dated 14 January 2014), Municipal Regulations on Minimum Competency Levels (Government Gazette 29967 dated 15 June 2007) and Upper Limits of**

Total Remuneration Package Payable to Municipal Managers and Managers Directly Accountable to Municipal Managers (Government Gazette No 55150 dated 05 August 2026)

To apply, interested candidates must submit a fully completed application form available from our website: www.cdm.org.za, attach a signed application letter, a comprehensive Curriculum Vitae (CV), certified copies of qualifications and Identity Document to the Municipal Manager, Capricorn District Municipality, PO Box 4100, Polokwane, 0700 or hand – deliver applications at 41 Biccard Street, Polokwane at Registry desk. Applications that are not on the applicable application form, faxed or e-mail applications will not be considered. Enquiries should be directed to Ms. Bokang Mahlobogwane on (015) 2941007.

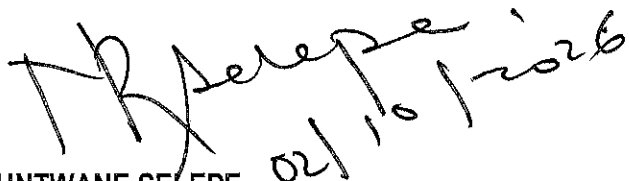
Capricorn District Municipality is committed to the achievement and maintenance of diversity and employment equity, especially in terms of race, gender and disability. Applicants from designated groupings are encouraged to apply. CDM reserves the right not to make appointments. If you do not hear from us within 60 days after the closing date, kindly accept that your application was unsuccessful.

Shortlisted candidates **will undergo the screening process** in terms of Regulation 14 and recommended candidates will undergo a **competency assessment** in terms of Regulation 16 of Regulations on Appointment and Conditions of Employment of Senior Managers, 2014.

Successful candidates will be required to **sign an employment contract, a performance agreement as well as to disclose their financial interest** within the prescribed timeframes.

The relevant MFMA Unit Standards is preferred, however a grace period of eighteen (18) months will be provided to obtain the unit standards as per publication in the Government Gazette No.9140593, Government Notice 91 of 03 February 2017 by the Minister of Finance.

CLOSING DATE: Friday, 30 October 2026 at 16h30


MR. RAMAKUNTWANE SELEPE
MUNICIPAL MANAGER