



UMASIPALA **MTHONJANENI** MUNICIPALITY
MUNISIPALITEIT

Applications are invited from suitable qualified persons for the following position:

SENIOR IDP/PMS OFFICER

SALARY NOTCH T12: R 271 545.36 – R 352 480.32 per annum plus normal benefits

ESSENTIAL REQUIREMENTS:

- National Diploma in Planning or equivalent qualification
- Computer Literacy
- Valid Driver's License
- Understanding of Local Government Legislations
- Good interpersonal and communication skills
- Ability to work independently and under pressure

KEY PERFORMANCE AREAS

- Ensures the preparation and design of IDP Process Plan
- Coordinate IDP community participation meeting with all relevant stakeholders
- Consolidating inputs from stakeholders accordingly
- Ensures the coordination of IDP & PMS submission from various departments within the Municipality and incorporate into Draft IDP
- Liaise with Sector Departments in preparation of the IDP

Further information can be obtained from the Human Resources Office on Tel 035 450 2082, applications consisting of a comprehensive CV, covering letter and certified copies of qualifications and ID should be submitted to: The Municipal Manager, Mthonjaneni Municipality, PO Box 11, Melmoth, 3835.



P P SIBIYA
MUNICIPAL MANAGER

Should you not be contacted within a period of thirty days after the closing date, your application should be deemed as unsuccessful. Canvassing of councillors and management will result in the disqualification of the applicant.

No emailed or faxed applications will be accepted.

CLOSING DATE: 19 November 2018