



## THABAZIMBI LOCAL MUNICIPALITY

PRIVATE BAG X530

THABAZIMBI

0380

Tel.: 014 772 2295 / Fax: 014 777 1531

Applications are invited from suitable qualified experienced persons for a permanent appointment in the under mentioned post

### **IDP OFFICER** **(OFFICE OF MUNICIPAL MANAGER)**

**SALARY: Post Level 6 (R282 210, 84) per annum;** Additional benefits attached to the position are as follows: (i) Medical aid cover is subsidized by 60% of the total contribution for family members; (ii) Pension fund contribution by Municipality is 18% of basic salary; (iii) Housing subsidy is available on repayment of a bond provided that the house is registered in the name of the employee.

**QUALIFICATIONS:** Grade 12 or equivalent National Diploma in Public Administration/Management/Local Government or equivalent. Computer Literacy. Valid Driver's License.

**EXPERIENCE:** At least 2 years' relevant working experience.

**KEY PERFORMANCE AREAS:** Coordinate and implement the Integrated Development Plan (IDP) process. Capture the needs of communities and other stakeholders during public participation. Coordinate the annual review of IDP to ensure that it is revised. Handle queries and request with regards to IDP. Administer consultation platforms with community and participating structures. Arrange for education and awareness workshops with regards to IDP. Compilation of periodical reports.

**CLOSING DATE: 11 NOVEMBER 2022**

If you are interested and you are in possession of the necessary qualifications and experience, please address your CV and authenticated copies of your qualifications and detailed portfolio of prior work **OR** an application form duly completed together with authenticated copies of your qualifications and detailed portfolio of prior work to:

**NOTICE NUMBER: 45/2022**

**Acting Municipal Manager  
Private Bag X530  
THABAZIMBI  
0380**

Application forms are available at the personnel office of the Thabazimbi Local Municipality, Corporate Services Department, Sarel Pelsers Centre, Rietbok Street, Thabazimbi or telephone number **014 772 2295**.

**APPLICATIONS BY FAX OR E-MAIL WILL NOT BE ACCEPTED.**

Thabazimbi Local Municipality is an Equal Opportunity Employer and all appointments will be in accordance with the Employment Equity Act.

If you are not invited for an interview within 20 (Twenty) working days from the closing date, you must accept that your application was unsuccessful. No further correspondence will be entered into. The Municipality reserves the right to fill the post.



**LP MAKAYA  
ACTING MUNICIPAL MANAGER  
THABAZIMBI LOCAL MUNICIPALITY**