



EXTERNAL ADVERTISEMENT
VACANT POSITION
NOTICE NO. 01/2024/2025

Applications are hereby invited from suitably qualified persons for the following position:

CEO's OFFICE

CHIEF EXECUTIVE OFFICER (CEO)
FIVE YEAR FIXED TERM CONTRACT
ALL-INCLUSIVE TOTAL REMUNERATION PACKAGE: R 913 000- R1 123 000

THE INCUMBENT WILL BE REPORTING TO THE BOARD CHAIRPERSON STATIONED IN PORT ST JOHNS

JOB PURPOSE: The incumbent shall be responsible for leading the strategy formulation of the organisation and overseeing the implementation of the Agency's long and short-term plans by its strategy. Accountable to the Board, the role will entail spearheading the Agency's operations to ensure sustainable, efficient, quality, and strong service orientations; facilitating economic development through the development and implementation of economic, trade, and investment strategies and programmes for the municipality; overseeing the development of the annual budget for approval by the Board and Shareholder; facilitating the development and implementation of financial management systems, procedures in terms of MFMA and other relevant legislation; ensuring reporting on organisational performance to the Board and stakeholders.

REQUIREMENTS:

- Postgraduate qualification in Commerce/Law/Business Administration/ Strategy or Development Studies or any qualification related to the field registered on the South African Qualifications Authority at NQF Level 8.
- M Degree/Masters in Business Administration will be an added advantage
 - Certificate in Executive Leadership /Municipal Finance Management or Certificate Programme in Municipal Development (CPMD) in line with Minimum regulations on the competency level of 2007
 - A minimum of 5 years of work experience at the Senior or Executive Management Level in driving economic development, growth management, and/or investment attraction and retention programs preferably in Local Government.

- Fulfil duties of the Agency as directed by Companies Amendment Act No 71 of 2008, KING IV report, Municipal Systems Act of 2000 as amended, and any other relevant legislation.
- Knowledge of Local Government environment
- Have a proven successful Institutional transformation within Public and Private Sector.
- Demonstrate knowledge of MFMA, MSA, Treasury Regulations, and application of the Companies Act.
- Work experience in a municipal entity **will be an added advantage**.
- Demonstrate experience and knowledge in project conceptualization and resourcing, including funding structuring and investment facilitation.
- A valid driving license.

KEY PERFORMANCE AREAS

- Strategic Planning and Management
- Operational performance management and monitoring
- Forge and maintain strategic relationships
- Budget Planning and Management
- Build and manage a team of professionals to achieve the strategic objectives

KEY COMPETENCY SKILLS:

- Knowledge of the Local Government sector, policies, and applicable legislation.
- Knowledge and understanding of institutional governance systems and performance management.
- Knowledge of Supply Chain Management Regulations and Preferential Procurement Policy Framework Act No. 05 of 2000
- Knowledge, information management, and Communication.
- Knowledge of coordination and oversight of all specialized support functions.
- Strategic direction and leadership.
- People management.
- Programme and project management.
- Change leadership.
- Strong and Governance leadership.
- Must complete Minimum Competency requirements (MFMA)

Closing date: Monday, 10 March 2025 at 16:30

Please note: Applicants must submit an Application Letter and a comprehensive Curriculum Vitae with an exposition of their experience and competencies with certified copies of Qualifications, Identity Documents, and Driver's license. Applications should be forwarded only through **email**. The email address to be used is

sbatyi@psimunicipality.gov.za or shirleyb0309@gmail.com. No Hand-delivered or posted qualifications will be considered.

Appointment will be subject to appropriate security clearance, reference, and qualification checks. If applicants receive no notification within one month from the closing date, please assume that your application was unsuccessful.

The agency reserves the right not to fill the position. **LATE APPLICATIONS WILL NOT BE ACCEPTED.** All enquiries should be directed to the Acting CEO, Ms Shirley Batyi:

sbatyi@psimunicipality.gov.za/shirleyb0309@gmail.com, 060 528 0221.



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MR A. PEYANA

CHAIRPERSON: BOARD OF DIRECTORS