Frances Baard District Municipality is a dynamic equal opportunity employer where goals are achieved through teamwork and in pursuit of rendering quality service, has the following vacancies:

OFFICE OF THE MUNICIPAL MANAGER:

READVERTISEMENT

LOCAL ECONOMIC DEVELOPMENT OFFICER
(Applicants who previously applied for this position must reapply)

Ref. no: 23/14

Permanent position

TASK: 11

Basic salary: R180 780.00 – R234 648.00 (plus benefits: Pension, Medical aid scheme, Group life insurance, Housing subsidy, 13th cheque)

Requirements: The applicant must be in possession of: an appropriate Degree or Diploma in Economic and Management Sciences or equivalent LED qualification. A minimum of two years relevant experience. A valid code EB Drivers licence

Knowledge, Skills, Training and Competency required: Good interpersonal, communication, presentation and customer service skills. Good organisational and strategic skills. The applicant must be computer literate. Ability to conduct research and surveys. Compile business plans and compile terms of reference. Strong project management skills.

Key Performance Areas: Identifying key deliverables and immediate goals detailed in the Council’s Integrated Development Plan in respect of the communication, investment, tourism and agricultural dimensions of local Economic Development. Capable of supporting Councils Local Economic Development objectives through recognition on immediate priorities and longer term interventions. Assessing and evaluating Local Economic Development projects, proposals, applications and preparing reports summarising findings and including specific recommendations for consideration. Assisting with drafting of LED’s policies and strategies. Addressing workplace conflict through initiation and coordination of consultative processes and implementation of specific disciplinary procedures. Conducting training to develop understanding and improve capabilities of the local community to participate in economic development.
initiatives. Ensure that LED Projects contribute to the empowerment of local communities through sustained job opportunities and business potential. Attend to administrative recording, reporting and record keeping.

Closing Date: 26 August 2014

Appointments will be made according to the accepted equal opportunities and Council's affirmative-action policy. Application forms must be accompanied by a comprehensive curriculum vitae with certified copies of qualifications (with references) and must be forwarded to: THE MUNICIPAL MANAGER, FRANCES BAARD DISTRICT MUNICIPALITY, PRIVATE BAG X6088, KIMBERLEY 8300. FAXED OR EMAILED APPLICATIONS WILL NOT BE CONSIDERED.

Enquiries can be directed to: Mr. Joseph Ndlazi, Tel: 053-838 0911

Note: Designated groups and people with disabilities are encouraged to apply.

Successful candidates will be subjected to a compulsory security vetting process. Should you not receive any response from us within 30 days of the closing date, please consider your application as unsuccessful. Correspondence will be limited to shortlisted candidates only. The District Municipality reserves the right to make no appointments.

MUNICIPAL MANAGER
MS. ZM BOGATSU