



City on the move

Suitably qualified persons are invited to apply for appointment in the following positions

1. CORPORATE SERVICES

1.1 GENERAL MANAGER: LABOUR RELATIONS

Qualifications:

B. Proc/LLB, Registered as an Attorney/Advocate

Experience:

Extensive experience in Labour Law for a period of 5-10 years on senior management level

Core description:

The candidate will be responsible for:

- Representing Mangaung Local Municipality in internal disciplinary hearings
- Representing Mangaung Local Municipality in South African Local Government Bargaining Council/CCMA
- Representing Mangaung Local Municipality in the Labour Court
- Candidate will also form part of Mangaung Local Municipality delegation in the Local Labour Forum

SALARY LEVEL: 003

1.2 CLINICAL PSYCHOLOGIST (PART-TIME)

Qualifications:

Trained Clinical Psychologist, registration at SAHPC

Experience:

At least 3 years experience with trauma counseling to groups

Core Description:

The successful candidate will be responsible for the following:

- Render sessions to groups of employees, primarily Emergency Services
- Regular Trauma counseling to groups to employees on a weekly basis (12-16 employees)
- Identify employees in need or individual counseling and assist with correct referral
- Monthly reporting to management

SALARY : NEGOTIATED ON REFERRALS

2. ECONOMIC DEVELOPMENT AND PLANNING GENERAL MANAGER: LOCAL ECONOMIC DEVELOPMENT

Qualifications:

B. Degree or most preferably MA degree in Business Management, Economics, Development Economics

Experience:

At least five (5) years appropriate experience on a senior management level

Core description:

The candidate will be responsible for:

- Develop vision, mission and outline objectives of the department in consultation with all staff members.
- Participate in planning, implementation and evaluation of the Department's strategies and procedures
- Provide overall management of the subsections by meeting with managers on a regular process, reviewing progress and providing strategic guidance.
- Overall maintenance and implementation of various Economic Development and Tourism programs and projects
- Provide overall management of institutional systems for delivery of Economic Development initiatives
- Provide performance management of staff by setting key performance indicators and conducting periodic assessments
- Manage the departments budget at both planning and monitoring stages
- Give support to the City Manager on Economic Development issues
- Represent Mungaung on International, National, Provincial and Local Economic Development Forums
- Organise and prepare strategic reports

Facilitate broader stakeholder consultation and participation on economic development through establishment of strategic partnerships

SALARY LEVEL: 003

3. FINANCE SUPPLY-CHAIN MANAGEMENT MANAGER: DEMAND AND ACQUISITION

Qualifications:

B.degree in Finance or Commerce

Experience:

At least four (4) years appropriate experience as well as supervisory experience.

Core description:

The successful candidate will be responsible for the following:

- To manage and control demand and acquisition
- To co-ordinate monthly demand and acquisition meetings

- To liaise with relevant bid specification committees with regard to specification and terms of reference
- Develop and maintain database for potential suppliers
- To conduct awareness programmes and liaise with economic development on issues of supply chain management
- Direct and control outcomes associated with utilization, productivity and performance of personnel
- Compile relevant reports pertaining to Demand and Acquisition.

Additional Requirements:

- Computer literacy
- People skills
- Communication skills

SALARY GRADE: 004

The closing date in respect of all positions will be **22 June 2010**. Applicants, who wish to be considered for a post, must post/e-mail/submit their applications and completed, detailed and comprehensive CV's and certified copies of their certificates directly to the address indicated below. The relevant telephone number can be contacted for more information.

Please note that if you do not receive any correspondence from this organisation regarding your application within 30 days after the closing date of this advertisement, you should regard your application as unsuccessful.

GM: Human Resource Management

P.O. Box 3704

BLOEMFONTEIN

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Telephonic Enquiries : 051 – 405 8517 OR e-mail: employ@civic.mangaung.co.za

We thank all applicants for their interest