



# WEST RAND DISTRICT MUNICIPALITY



## VACANT POSITION

The West Rand District Municipality, with its seat authority in Randfontein, hereby invites applications from suitably qualified and experienced candidates for appointment to the following position:

**POSITION:** EXECUTIVE DIRECTOR: PUBLIC SAFETY

**REMUNERATION:** R935 100 (*Min*) – R1 068 686 (*Mid*) – R1 184 979 (*Max*) p.a.  
(All-inclusive package in terms of Government Notice Number 48789 of 14 June 2023)

**TERM OF APPOINTMENT:** Permanent (as per the requirements of the Municipal Systems Amendment Act, 2022 [Act No. 3 of 2022])

### REQUIREMENTS:

#### Higher Education Qualification

- B Degree in Public Administration / Social Science / Law (NQF 7); or equivalent at an accredited institution.
- Minimum Competency Levels as Prescribed in Government Gazette 29967 of 15 June 2007 (Certificate Programme in Municipal Development (CPMD)/Municipal Finance Management Programme (MFMP) or attaining within 18 months from the date of appointment the unit standards required for the designated officials in terms of the 2007 Municipal Regulations on Competency levels.

### EXPERIENCE:

- Five (5) year minimum relevant experience at middle management level of which three (3) years must be in Public Safety
- Have proven successful management experience in Local Government administration.

### KNOWLEDGE

- Good knowledge and understanding of relevant policy and legislation
- Good knowledge and understanding of institutional governance systems and performance management
- Good knowledge of public safety services, including
  - Fire and Rescue Services
  - Disaster Management
  - Community Safety

- Community Training and Empowerment
- Traffic Management (co-ordination)
- Good knowledge of supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000) - Labour Relations Act, and other labour-related prescripts.
- Any other required core competencies as stipulated in Annexures A and B of the Regulations on Appointment and Conditions of Employment of Senior Managers Government Notice 21 in Government Gazette 37245 dated 17 January 2014.

## CORE FUNCTIONS

The successful candidate will be responsible and accountable for the following:

- Development, implementation and management of strategic goals, policies, procedures and plans for his/her Department and advice on same
- Manage performance of employees in the department to ensure effective and efficient execution of duties
- Plan and manage the utilization of resources in order to ensure effective and efficient execution of activities
- Manage the department, i.e. planning, organizing, directing and control in accordance with relevant legislations, policies, norms and standards as well as protocol requirements of all the functions and staff of the department to ensure effective and efficient service delivery
- Render general administrative service and responsible functional activities to ensure that sound administrative procedures are applied
- Overall management and control of the Public Safety function
- Any other task given by the Municipal Manager. (The Executive Director Public Safety reports directly to the Municipal Manager).

**REFERENCE:** 01/2024

**Closing Date:** 19 February 2024 @ 12:00

## PLEASE NOTE:

1. Applications for the above position be accompanied by a detailed CV with originally certified copies of qualifications, ID document, valid driver's license and a fully completed Application Form for Employment for Senior Managers (contained as Annexure C of notice no. 37245) which is available on the WRDM website, [www.wrdm.gov.za](http://www.wrdm.gov.za). No electronic or faxed applications will be considered.
2. Fraudulent qualifications or documents will immediately disqualify any application.
3. Shortlisted candidates will be subjected to competency assessment, security vetting and information verification.
4. The successful candidate will sign an employment contract, performance agreement and disclosure of financial interests.
5. Applicants who are not invited for any interviews should regard their applications as unsuccessful.
6. The Council is an equal opportunity employer and subscribes to an employment equity policy which is non-racial, non-discriminatory, non-sexist and based on merit

7. The WRDM reserves the right not to make an appointment.
8. The Executive Director: Public Safety will operate from Cnr 6th and Park Street Randfontein (Western Gauteng Council Centre)
9. Enquiries: Human Capital on (011) 411-5095/5031/5102

**Applications must be hand delivered for the attention of the Manager: Human Capital, West Rand District Municipality, cnr Sixth & Park Streets, Monday to Friday between 07:30 and 16:00 up to the closing date (a container for hand-delivered applications will be placed at the HR section); or posted to Private Bag X033, Randfontein, 1760.**



**ME KOLOZI**  
**MUNICIPAL MANAGER**