



MKHONDO

LOCAL MUNICIPALITY

INTERNAL/EXTERNAL ADVERTISEMENT

Mkhondo Municipality, which is a gateway to the Province of Mpumalanga from Kwa-Zulu Natal and Swaziland, seeks to appoint highly motivated self-starters and visionaries to the extremely challenging positions of:

DEPARTMENT: PLANNING AND ECONOMIC DEVELOPMENT

SENIOR MANAGER: IDP, LED AND SPECIAL PROJECTS

Ref: PED/IDP/SMILSP/01

MINIMUM REQUIREMENTS

- Grade 12 or equivalent
- National Diploma in Development Studies, Project Management, Economics, Built Environment and Administration
- Valid driver's License
- Computer literacy: MS Office
- Minimum five (5) years Management experience in the relevant

OTHER REQUIREMENTS

- Good Communication Skills (Written and Verbal)
- Ability to work long hours and meet deadlines
- Good leadership skills
- Be computer literate
- Attention to detail
- Good interpersonal skills

RESPONSIBILITIES

- Implementing new developments and legislative imperatives supporting IDP development procedures and policies.
- Aligning the functionalities requirements with operating capacity and capability through the approved IDP framework.
- Liaising with Professional Bodies and/ or Service providers rendering IDP related work.
- Collating projects information from Parastatals and Sector Departments for inclusion in the IDP of the Municipality.
- Establishing LED goals, objectives and priorities and develops these into operating procedures.
- Investigating applications for new LED projects and preparing reports for submission to the GM: Planning and Economic Development.
- Presenting proposed LED programs and projects to LED Forum and structures, community groups, and local business meetings (SMMEs).
- Facilitating Economic Development through Foreign Direct Investments (FDI).
- Facilitate Special Projects with relevant intergovernmental stakeholders.
- Establishing goals, objectives and priorities and develops these into operating procedures.
- Examining the applicability of the Local planning process to the agreed framework for Integrated Development Planning in the municipal region.

- Seeking approval and managing budgets for sectional projects, in line with the approved budget for the section.
- Managing the consultation with forums and stakeholders in drawing up the Final IDP for Council's approval, consolidate information and forward to the GM: Planning and Economic Development for further processing.
- Monitoring the collection of socio-economic data through consultation with research institutions, district municipality and government departments, and updating and compiling a socio-economic profile report.

Remuneration: R 1 228 464 (All-inclusive package)

CLOSING DATE & TIME: 24 JULY 2026 @ 12h00

Enquiries: Human Resources (Recruitment and Selection Section)

To apply:

Please forward your application on the form "Application for Employment" that can be obtained from our offices or on the Municipal website, concise CV together with original certified copies (not older than three months) of all relevant qualifications, Identity Document and Valid Driver's License with at least three contactable references to

Hand delivery

or

Post

Senior Manager: Human Resources
Civic Centre
Corner Mark and De Wet Street
Piet Retief
2380

Senior Manager: Human Resources
Mkhondo Local Municipality
P.O. Box 23
Piet Retief
2380

Failing to sign the "Application for employment" form will constitute an automatic disqualification

Note: Correspondence will be conducted with short-listed candidates only

No faxed or e-mailed applications will be accepted

Vetting and screening may be done on successful candidates

If you do not hear from us within 30 days from the closing date, please consider your application unsuccessful.

The Municipal is committed to the implementation of its Employment Equity Plan, and in this vein, appropriately **qualifying women and people with disabilities** are particularly encouraged to apply.

Mkhondo Local Municipality Reserves the right not to make an appointment.

**M.J MKHONZA
MUNICIPAL MANAGER**