

LESEDI LOCAL MUNICIPALITY, GAUTENG
ADVERTISEMENT
EXTERNAL

KINDLY NOTE THAT THIS IS A RE-ADVERTISEMENT. PREVIOUS APPLICANTS NEED NOT APPLY

- Job notice number: 21/ 2014
- Job Title: **SENIOR MANAGER MONITORING AND EVALUATION**
- Department: OFFICE OF THE MUNICIPAL MANAGER
- Number of Positions Available: 1
- Application closing date: 18 July 2014, **before 12H00**
- Remuneration: Negotiable
- Appointments requirements: Bachelor's Degree in Business Administration or Project Management, National Certificate Municipal Finance Management NQF 5/6 (essential), Master's Degree (desirable). Must have 3 years management experience.
- Purpose of position: Provides a professional consulting/ advisory service at a localized level with respect to the implementation of an effective Performance Management System capable of objectively and accurately establishing and measuring accomplishments and outcomes against key performance areas and indicators enabling the Municipality to align or adjust plans and execute agreed action plans that adequately addresses immediate, shorter and longer term service delivery priorities. The position is required provide a monitoring and reporting function on the progress and delivery of all projects of the municipality and advice the Municipal manager on all aspects of concern for immediate ratification.
- Personal Attributes/competencies: Proactive and decisive under pressure. The ability to interact professionally with a diverse group including executives, managers and subject matter experts. Understanding of Local Government
- Duties: Some of the duties are but not limited to:
- Responsible for monitoring and evaluating initiatives, programs and projects, both new and established, providing accountability and ensuring efficiency and success from start to finish.
 - Establishing; modifying and monitoring key performance indicators to report and record physical progress for specific programs and projects ensuring agreed deliverables are met.
 - Assess performance gaps within the different programs and report on corrective actions needed.
 - Formulate and implement key performance indicators (KPI) and deliverables for both new and established projects and monitor them throughout the duration of the projects
 - Provides guidelines and information on the Performance Management System
 - Provides information and/ or reports on the status and outcomes internally/ externally.
 - Management of staff and manage coordination of performance management reviews.
 - Produce weekly monthly and quarterly reports on status of all reports and provide proposals on resuscitation of dead projects.



Contact person:

Nerina Ramsammy

Telephone:

016 340 4475

Applications must be lodged at:

Enquiries
Corner H F Verwoerd and Louw Street
Heidelberg
1438

or

P.O Box 201
Heidelberg
1441

Advertisement Date:

4 July 2014

Applicants who have not been contacted within three months from the closing date should consider themselves unsuccessful. The Lesedi Local Municipality is an equal opportunity affirmative action employer. Disabled persons are encouraged to apply. Should applicants be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualifications Authority (SAQA). Lesedi Local Municipality reserves the right to appoint a successful candidate.