

THEEWATERSKLOOF

Munisipaliteit * Municipality * uMasipala

Theewaterskloof Municipality currently awaits applications from suitably qualified persons for appointment in the under – mentioned temporary vacancy.

TEMPORARY DEPUTY DIRECTOR: STRATEGIC AND STAKEHOLDER RELATIONS – CALEDON FIXED TERM CONTRACT POSITION

Remuneration: R48 845.00 per month (all-inclusive)

Duration: As soon as possible until 30 June 2026

The envisaged candidate will be expected to be in possession of a Degree relevant to Municipal governance (NQF7) (**Original certified copy must be attached**) together with 5 - 8 years senior management experience (**experience must be clearly stated in the application form**). The most eligible candidate should also demonstrate proven visionary and strategic thinking skills and decision-making ability. A valid code B or EB driver's license (**Original certified copy must be attached**). Must be computer literate. Excellent communication skills in at least two (2) of the three (3) official languages in the Western Cape, namely English, Afrikaans and Xhosa.

Special conditions:

The prescribed application form **must** be accompanied with originally certified copies of the following documents before the closing date and time of this advertisement – Failure to attach the required documents will automatically disqualify an applicant.

- Originally certified copy of a Degree relevant to Municipal governance (NQF7) not older than 6 months
- Originally certified copy of Driver's license not older than 6 months
- Originally certified copy of ID document not older than 6 months

Applicants will automatically be disqualified for non-adherence to the instructions on the advertisement.

Responsibilities would involve the following : Manage the key performance areas and result indicators associated with the improvement of governance management processes through the development and coordination of Integrated Development Planning, Performance Management processes, Intergovernmental Relations and Communication Services in accordance with appropriate legislation and policies * Support and provides strategic advice and guidance to the Municipal Manager / Directorates with respect to key performance areas * Communicate with the Municipal Manager critical strategic priorities for implementation * Promoting a corporate governance climate and applying appropriate facilitation techniques in working with other stakeholders * Analyzing trend, operating requirements and forwarding inputs to the Municipal Manager on the capital and operating budget * Compile and disseminate strategic, functional and operational information on short, medium and long term objectives * Formulating, implementing and managing IDP Policies * Participate in specific meeting, providing comments, opinions and recommendations * Perform related duties as requested by the Municipal Manager.

Enquiries: Mr. GW Hermanus: Acting Municipal Manager

Tel: 028 – 2143300

If you do not receive any feedback, within two (2) months after the closing date, kindly assume that your application was unsuccessful. The Council reserves the right not to make any appointment.



Theewaterskloof Municipality is committed to equal opportunity and affirmative action, and people with disabilities are encouraged to apply.

GW Hermanus, Acting Municipal Manager, P O Box 24, 10 Church Street, Caledon 7230

Applicants must complete the prescribed application form along with a detailed CV with originally certified copies of qualifications and ID document, as well in order to be considered for the position. Application forms must be forwarded to the Senior Manager: Human Resources, Theewaterskloof Municipality, P O Box 24 Caledon 7230.

Please note: No e-mailed, scanned or faxed applications will be accepted, and shortlisted candidates will be required to produce original copies of academic qualifications on the day of the interview. Only original applications forms will be accepted.

Canvassing will disqualify any candidate from being considered for appointment.

APPLICANTS WHO DO NOT COMPLETE THE PRESCRIBED APPLICATION FORM WILL AUTOMATICALLY BE DISQUALIFIED.

The Municipality reserves the right not to make an appointment.

Closing date: 10 April 2026 at 12:00 pm (no applications will be accepted after the closing date)