

NDWEDWE LOCAL MUNICIPALITY

UMKHANDLU KAMASPALA WASENDWEDWE

Private Bag X503
Ndwedwe
4342
KwaZulu Natal
South Africa +27 (0)32 532 5000
mm@ndwedwe.gov.za
www.ndwedwe.gov.za



ERRATUM

DEPARTMENT : COMMUNITY SERVICES

POSITION : MANAGER YOUTH AFFAIRS AND SPORTS DEVELOPMENT

NATURE OF APPOINTMENT : FIVE-YEAR CONTRACT

TASK GRADE : 16

SALARY NOTCH : R 655 899.01

SALARY SCALE : R 655 899.01 - R 851 411.08 (ALL - INCLUSIVE)

REF. NUMBER : KZ293COMM 006

KEY REQUIREMENTS

The incumbent must have Grade 12 and National Diploma/B-Degree in Public Management /Social/Community Development Studies. Minimum of three years relevant working experience within a Local Government environment or public sector. Must have a Valid driver's license minimum Code B.

KNOWLEDGE, SKILL AND COMPETENCY REQUIREMENTS

- Excellent communication, presentation and financial management skill.
- Deadline driven and able to deliver high quality work under pressure.
- Ability to work in a team environment.
- Advance computer literacy and project management skill.

KEY RESPONSIBILITIES

- Co-ordinate and controls applications and processes with the organization and provision of information and support on the aims, objectives and plans to develop the youth and sporting potential of the region.
- Planning execution of deliverables with respect to youth & sporting projects.
- Creating a conducive environment, committing and capacitating the youth citizens of Ndwedwe Local Municipality.
- Community based organization, business and other interested groups towards achieving sustainable way to meet social, physical and economic needs and improve quality of life.
- Responsible for coordinating support of sport & Youth councils.
- Responsible for managing finance issues of the department.
- Clear understanding of various youth structures that should be established in Wards, LMs.and Districts.
- Ensure that Youth Structures are established and functional.
- Promotes Sports Development within Ndwedwe Municipality jurisdiction.
- Manages the SALGA Games Project.

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- Ensure that Ndwedwe Youth accesses all government and public sector opportunities that are available.
- Championing youth issues within Council and ensure that youth issues are brought to the mainstream.
- Liaises with sector Department and the family of the LMs on youth issues and report to the relevant structures.
- Represent the Ndwedwe Municipality in various forum that deal with youth issues.
- Develops Youth Policy and Strategy for Ndwedwe Local Municipality.

CLOSING DATE: 06 DECEMBER 2024 @ 16h00

If you meet the requirements submit the application on a form obtainable on request or www.ndwedwe.gov.za accompanied with comprehensive curriculum vitae (CV), certified copies of ID, Driver's license and all qualifications must be hand delivered to HR Office No 06 or forwarded through courier services to: **Municipal Manager, Ndwedwe Local Municipality Private Bag x 503, Ndwedwe 4342, Attention to: Mrs. MG Mthembu- Manager Human Resources.**

Enquiries are to be directed to **Manager: Human Resource** on this telephone number (032) 532 5000.

Faxed, e-mailed, Z83 form late applications will not be considered.

Should you not be contacted within the period of 30 days after the closing date please consider your application unsuccessful. The Municipality subscribes and promotes the principles of employment equity and affirmative action.

APPROVED BY:

MR. SDG KHUZWAYO
MUNICIPAL MANAGER

20 / 11 / 2024

DATE