



## **RE-ADVERTISEMENT**

**This is a re-advertisement and candidates who applied previously are encouraged to re-apply**

UMhlosinga Development Agency SOC Limited (UMDA) is an Economic Development Agency that is wholly owned by uMkhanyakude District Municipality. UMDA's key objective is to generate sustainable economic growth and development, through projects which benefit the local communities and residents of the district.

**POST NO.02/2019/20**

**JOB TITLE: CHIEF EXECUTIVE OFFICER**

**(Five year performance based contract position**

**in Mtubatuba, Mkhanyakude District Municipality, KZN: Grade 3 category,**

**Salary Grade - F2 Paterson Grading system)**

Reporting to the UMDA Board of Directors, the development agency is looking for a suitably qualified, dynamic, innovative and experienced candidate who will be responsible for taking overall executive level accountability for the implementation of the UMDA corporate strategy, utilisation of the organisation's resources in the execution of its mandate, has exceptional leadership skills necessary for overseeing the management and administration of the entity, is able to maintain sound relationships with all stakeholders, is a strategic thinker and a team player. The successful candidate must be able to position UMDA as a development catalyst and leader in the areas of agriculture and agri-business industries, tourism, economic infrastructure development and management, entrepreneurial development, trade and investment promotion, revenue enhancement and strategic partnership development leading to economic spinoffs which will result in the growth and development of the local economy and job creation for the citizens of Umkhanyakude. The CEO is a prescribed officer in terms of the Companies Act 71 of 2008 and will therefore also be appointed to serve as an Executive Director on the municipal entity's board.

**Requirements:**

- Bachelor's Degree in Commerce, Economics, Public Administration, Business Administration (NQF7) or equivalent qualification.
- A minimum of ten (10) years relevant and proven experience in a management position within the economic development or public administration sector of which five (5) years must be in a senior (executive) management position.
- A relevant post graduate degree in Business Administration/ Management, Business Leadership, Public Administration or related field will be an added advantage;
- Certificate in Municipal Financial Management Programme as prescribed by National Treasury, Government Gazette No 29967 dated 15 June 2007 or Equivalent Qualification or be in the process of acquiring this Certificate programme within 18 months after appointment;
- A thorough understanding of corporate governance, strategic planning and execution, strategic financial management, risk management and performance management principles.
- Experience in the Public Sector will be an advantage.
- Experience in economic and enterprise development activities.
- Possess excellent communication and public speaking skills.

**Key Performance Areas**

The incumbent will be reporting to the Board of Directors and will be responsible for the following:

- Develop, implement and monitor UMDA's Corporate Plan to support the Board approved Corporate Strategy for the long-term viability of UMDA
- Provide strategic leadership in order to ensure that the strategic direction, financial administration and commercial functions of the UMDA are sound, in order to effectively fulfil the overall development mandate of the organisation.

- Lead the implementation of the UMDA's Corporate Plan through a dynamic executive management and agile service delivery model
- Champion the entity's Trade and Investment and Resource Mobilization drives
- Develop, manage and maintain strong stakeholder relationships in order to create a span of influence in the delivery of UMDA's strategic objectives
- Ensure compliance with all applicable laws, regulations and codes
- Ensure a sound corporate governance and financial control environment within all facets of the organisation.
- Account to the Board on the implementation of the corporate strategy.
- Implement Board resolutions, action and report progress on all matters arising from Board resolutions
- Foster a high-performance culture across all operational areas within the organisation
- Develop appropriate management systems and lead a multi-faceted executive management team.
- Foster relations with the District Municipality and local municipalities within the district as well as all key stakeholders in the public and private sector
- Liaise and interact with individuals, role-players and agencies at senior level in all three spheres of government.

**Key Competencies:**

- The required core competencies and minimum competency requirements as stipulated in Annexure A and B of the Regulations on Appointment and Conditions of Employment of Senior Managers as promulgated in Government Gazette 37245 dated 17 January 2014
- Sound, visionary, innovative and strong leadership and executive management skills with strategic thinking and decision-making abilities
- Advanced understanding of institutional governance systems and performance management
- Advanced practical knowledge and understanding of relevant legislation and policies governing municipal entities
- Practical knowledge of the Companies Act 71 of 2008 and King Codes.

- Knowledge and exposure to Corporate Governance
- Strategic Financial Management skills
- Strategic Project Management skills
- A proven and demonstrable institutional transformation record in the public or private sector
- Demonstrable experience of having managed a multidisciplinary team of people in a related environment
- An eloquent communicator with good writing and presentation skills
- A good understanding of development agencies
- Must have extensive knowledge of the public office environment
- Personal attributes of integrity, honesty and good interpersonal skills

Interested parties must forward their applications to ACEO, Ms. Nandipa Bam, UMDA (uMhlosinga Development Agency) by post to Umhlosinga Development Agency, Box 367, St Lucia, KZN, 3936 or courier / hand deliver to Lot No. 308 Ebony Crescent, Mtubatuba, KZN, 3935. Faxed or emailed applications will not be accepted. The application must include an application letter, detailed CV with 3 contactable references, certified copies (not more than 3 months old) of identity document, academic qualifications and driver's license. Shortlisted candidates will be subjected to an interview and a competency assessment before a final decision is made on the successful candidate.

The incumbent will be required to sign an employment contract, a performance agreement and a disclosure of financial interest.

**Closing date** for applications will be **30 September 2019**, (if you have not heard from UMDA within three (3) months of the closing date, please accept that your application was unsuccessful. UMDA is committed to the principles of Equity and Equal Employment Opportunities.

**Nandipa S.N. Bam**  
**Acting Chief Executive Officer**