**DIRECTOR: COMMUNITY SERVICES.**

**DEPARTMENT: COMMUNITY SERVICES.**

**JOB DESCRIPTION:**
- Administration and management of the community department.
- Services • Formulate policies relating to social services, community management, libraries, sports and recreation, traffic management, performance reporting • risk and change management • program implementation • policy and implementation • supply chain management

**KNOWLEDGE:**
- Development (CPMD) • (MFMP) will be added advantage. A valid driving license will be added advantage. A drivers license • Municipal Development (CPMD) is an added advantage. A valid driving license will be added advantage. A drivers license

**MINIMUM QUALIFICATIONS:**
- A minimum of 5 years' experience at middle management level; and have proven successful institutional and private sector management experience • Five (5) year fixed term contract. • A minimum of 5 years' experience at middle management level; and have proven successful institutional and private sector management experience • Five (5) year fixed term contract.

**EXPERIENCE:**
- A minimum of 5 years' experience at middle management level; and have proven successful institutional and private sector management experience

**COMPETENCIES/KEY PERFORMANCE AREAS:**
- the successful candidate will be expected to:
  - Administering and implementing the Municipality’s By-laws and other legislation • Good knowledge and understanding of institutional and private sector management experience • Five (5) year fixed term contract. • A minimum of 5 years' experience at middle management level; and have proven successful institutional and private sector management experience • Five (5) year fixed term contract.

**KNOWLEDGE:**
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- Bachelor’s Degree in Public Administration / Political Sciences / Management Sciences / Law; or equivalent • A certificate in Municipal Management Sciences / Law; or equivalent • A certificate in Municipal Management

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