



NOTICE 06 of 2026

The Oudtshoorn Local Municipality which includes the towns of Oudtshoorn, De Rust and Dysselsdorp is situated in the heart of the Little Karoo in the Western Cape. The Municipality strives to provide the best possible services and facilities to its residents, business community, industries, hospitality and tourism sectors.

Candidates that meet the minimum requirements, necessary integrity and excellent track record may apply for the following position(s) to enhance the town's vision of prosperity for all. **Applicants with a criminal record check report not older than (six) 6 months are requested to attach the outcome report to their application.** **Applicants with no criminal record check report are requested to attach proof of application for criminal record check to their application.**

PRACTITIONER: ORGANISATIONAL PERFORMANCE AND SDBIP

DEPARTMENT: OFFICE OF THE MUNICIPAL MANAGER

DIVISION: GOVERNANCE & STRATEGIC SERVICES

SALARY SCALE T12

(R 420 533,67 - R 545 881,46 PER ANNUM)

PERMANENT

STATION: OUDTSOORN

REF: (WC/045/MM/MM/013)

REQUIREMENTS

- A relevant 3-year (NQF6) tertiary qualification preferably in Public Administration, Social Science or Human Resource Management.
- 3 - 5 relevant experience required.
- Computer literacy: MS Office
- Valid Code B drivers' license.
- Proficient in at least two (2) of the three (3) official languages of the Western Cape

KEY PERFORMANCE AREAS

- Ensure that the organization is positioned to support key service delivery requirements aimed at improving governance and adding to the quality and viability of the municipal area.
- Ensure that the key responsibilities are identified, objectives aligned, and appropriate procedures developed and implemented on approval to guide and direct compliance with current operational needs and standards.
- Ensure that adequate support is made available to enable implementation and improve the effectiveness of the Performance Management System.
- Ensure that key requirements are established and defined using agreed applications and procedures to enable consistent and valid of outcomes.
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Performance Management System.

- Ensure that the SDBIP is timeously approved, signed off and adequately managed to enable implementation and compliance and to improve the effectiveness of performance management.
- Ensure that accurate and reliable information is disseminated, contributing to understanding and/or positive and objective discussions on and examination of organizational performance.
- Ensure that PMS/SDBIP requirements are communicated and arranged and confirmed, enabling meetings/workshops to commence and proceed without interruptions and/or disruptions.
- Ensure that administrative sequences dictating reporting requirements and approval procedures are complied with and correspondence responded to through the provision of accurate information.

COMPETENCIES

- **Core professional Competencies:** Organizational Awareness / Political Impact, Information Measuring and Monitoring, Planning and Organizing, Monitoring and Reporting.
- **Functional Competencies:** Project Management, Information Management.
- **Public Service Orientation Competencies:** Service Delivery Orientation, Communication, Interpersonal Relationships, Client Orientation & Customer Focus.
- **Personal Competencies:** Action Orientation, Change Readiness, Resilience, Learning Orientation, Accountability and Ethical Conduct, Problem Solving.

Management/Leadership Competencies: Strategic Capability and Leadership, Impact and Influence, Coaching and Mentoring, Team Orientation.

Candidates must be willing to be subjected to an interview and written/competency assessment. They must also be aware that previous employers and recent references may be contacted, and their qualifications and criminal records be verified. The appointment will be subject to the signing of an employment contract, performance agreement and disclosure of interest.

Application must be on the official application form of the Oudtshoorn Municipality and a covering letter accompanied by a comprehensive curriculum vitae and certified copies of qualifications and identity document (not older than three (3) months) as well as particulars of at least three recent contactable references. Applications must be submitted to **HR Manager: Support Services, Department Corporate Services, P.O. Box 255, Oudtshoorn, 6620 or Oudtshoorn Municipality, 69 Voortrekker Road, Oudtshoorn, 6620.** Application forms can be downloaded from the Oudtshoorn Municipality website www.oudtshoorn.gov.za.

For any enquiries contact Roune Morrison at 044-203 3136 or rmorrison@oudtmun.gov.za



CLOSING DATE: 13 February 2026 at 12:00

Please Note: Canvassing will result in automatic disqualification. If you have not been contacted within 30 working days after the closing date of this advertisement, you may assume that your application was unsuccessful. Curriculum vitae's will not be returned. Council will make appointments in line with its employment equity plan and reserves the right not to make an appointment. Applications sent via e-mail/late applications will not be considered. Any misrepresentation in your application will lead to automatic disqualification.

**MR M. YEKANI
MUNICIPAL MANAGER**

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