

# WEST COAST DISTRICT MUNICIPALITY

West Coast District Municipality strives towards rendering a dynamic and effective service to the community under its jurisdiction. As an Employment Equity employer, we currently offer this vacancy to appropriately qualified and experienced individuals.

**DEPARTMENT: OFFICE OF THE MUNICIPAL MANAGER**

**MANAGER: TOURISM**

**(MOORREESBURG)**

## Requirements:

- Relevant B-Degree or National Diploma in Tourism
- Code B Driver's license
- Supervisory skills
- Strategic and discretionary skills
- Managerial and negotiating skills
- Planning and organising skills
- Attention to detail
- Good interpersonal and communication skills
- Be able to work independently
- Computer literate - MS Word; Excel; Power Point
- Fluent in two of the three official languages of the Western Cape
- 4 -5 years' relevant tourism management experience

## Recommendation:

- Municipal Minimum Competency Levels (according to regulation 493 of the MFMA, 2003)

## Duties:

Manages the key performance areas and result indicators associated with the provision of an effective tourism service as well as those associated with an effective public relations service to build an accountable and transparent profile of the West Coast District Municipality.

Manages the objectives and goals of tourism, communication, public relations, social media and web content management, through planning, leadership and control, to assist in promoting sustainable local economic development within the West Coast District Municipal area.

**Centre** : Moorreesburg

**Salary** : R 369 623.00 - R 479 773.00 per annum of a TASK grading 14

**Ref no** : MM 11

**Closing Date** : 07 June 2019 at 14:00

In addition to the salary mentioned for the permanent position and subject to certain conditions, the District Municipality offers competitive fringe benefits, such as housing subsidy, Furniture Removal, a 13<sup>th</sup> cheque, membership of pension / retirement and medical aid funds.

The prescribed application forms are available during office hours from Ms PS Boer on 022-433 8400 or on the website at [www.westcoastdm.co.za/vacancies.html](http://www.westcoastdm.co.za/vacancies.html). Completed application forms, accompanied by comprehensive CVs and certified copies of diplomas / certificates / registrations and driver's licences, are to be forwarded to West Coast District Municipality, Human Resources: Recruitment and Selection, P.O. Box 242, Moorreesburg, 7310.

**Please Note:** Council reserves the right not to make an appointment. No late applications or applications via fax or e-mail will be accepted. CVs will not be returned to candidates. Canvassing will disqualify a candidate. Should no feedback from this office be received within 60 days of the closing date, candidates may assume that their applications have been unsuccessful.