STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK
MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

SENIOR MANAGER: COMMUNITY SERVICES
COMMUNITY AND PROTECTION SERVICES
REF: CP/CS/01

Minimum Requirements: A degree in Parks, Sport and Recreation or Environmental Studies • At least 7-years relevant experience of which 5-years must have been in a managerial position • Valid Code B driver's licence.

Other Requirements: Sound financial management skills • Proven leadership skills • Ability to establish good internal and external relationships with employees and stakeholders • Ability to manage a diverse workforce and community to render equitable services • Advanced computer skills • Good interpersonal skills • Report writing, oral communication skills and information management in English; proficiency in a second official language of the Western Cape (Afrikaans and/or Xhosa) will be an added advantage • Ability to work independently and in teams • Sound knowledge of applicable legislation of all functional areas • Ability to function effectively under pressure, meet deadlines and work accurately • Availability and willingness to work overtime • Sound Computer literacy skills.

Responsibilities: Manage the following functional areas: • Develop and manage the maintenance of parks, rivers and public open spaces • Overall management of the department, consisting of approximately 250 employees • Conduct strategic management and planning • Manage the Service Delivery Business Implementation Plan (SDBIP) of the department • Management of all functional areas i.e. recreational facilities and municipal halls, sports grounds and public swimming pool, urban greening, municipal nursery, forestry, nature conservation and cemeteries • Monitor expenditure on capital and operational votes • Liaison with the public, staff members and councillors • Update Ignite and other electronic reporting systems monthly.

Job related enquiries: Mr Gary Boshoff 021 808 8437

General Enquiries: Ms Lucretia Koegelenberg 021 808 8102 or Ms Evan Williams 021 808 8059 or Ms Lisa Patience 021 808 8064

Salary: R 897 296.64 – R 1 164 796.56 **Plus Benefits**

Applications, clearly marked and accompanied by the application form, a comprehensive CV, certified copies of qualifications, licenses and the details of contactable referees, must be emailed to the Human Resource Management Services at Stellenbosch Municipality at the following email address specifically linked to the above Directorate: Comprotect.Jobs@stellenbosch.gov.za

Your application must be completed on an official application form of Stellenbosch Municipality and will not be considered if not submitted.

Application forms can be found on the Stellenbosch Municipal website https://stellenbosch.gov.za

Applications for the above-mentioned vacancy must be sent via the given email. If not, it will not be considered. No hand-delivered or posted applications will be considered.

Please note: By applying for this position, the candidate consents to verification checks of qualifications, criminal records and must be willing to be subjected to a rigorous evaluation process. Receipt of applications will not be acknowledged and no supporting documentation will be returned. Canvassing with Councillors or any other decision-maker/ member of the Selection Committee, is not permitted and proof thereof will result in disqualification of your application.

Closing date: 07 December 2026

Stellenbosch Municipality is an Equal Opportunity employer. Appointments will be made in accordance with the Municipality's approved Employment Equity Plan (EE Plan) in terms of section 20 of the Employment Equity Act 55 of 1998. Candidates from the designated groups, especially those with disabilities, are encouraged to apply. Candidates are encouraged to self-identify their designated group status on the application form. If you do not hear from us within ten (10) weeks of the closing date, please regard your application as unsuccessful. For more details on vacancies, visit our website www.stellenbosch.gov.za The Council reserves the right not to make an appointment and to add/amend/change the salary package.