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Better District, Better Life and Growth for all.

www.onda.org.za



Alfred Nzo Development Agency SOC Ltd
Reg nr: 2009/009083/30

EXTERNAL ADVERTISEMENT

VACANT POSITION

NOTICE NO. 10/2025/2026

Alfred Nzo Development Agency is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. ***People with physical disabilities are encouraged to apply.***



Applications are hereby invited from suitably qualified persons for the following positions:

MANAGER : PROGRAMMES (LED)

PROGRAMMES DEPARTMENT

MANAGER: LOCAL ECONOMIC DEVELOPMENT(LED)

PERMANENT

TASK GRADE: 16

ANNUAL BASIC SALARY: R 691 291.68 PER ANNUM PLUS BENEFITS

**STATIONED PLACE: ALFRED NZO DEVELOPMENT AGENCY
(EMAXESIBENI)**

**THE INCUMBENT WILL BE REPORTING TO THE EXECUTIVE MANAGER
PROGRAMMES**

JOB PURPOSE:

- Planning, Organizing and Control of the activities of the Programmes Division of the Entity, including matters of the Executive Management.
- Develop, implementing and reviewing policies, procedures, strategies and plans for the Programme division
- Establish and maintaining strategic partnerships with formations of National, provincial government and the district municipality and as well and non-profit organization
- Plans and performs tasks/activities and key deliverables associated with the Programmes Branch through the implementation of a Programmes strategy

- Ensure that the division participates in the performance management system of the municipality by ensuring development, implementation, monitoring and evaluation of performance of the employees in the division

KEY REQUIREMENTS:

- Grade 12/ Matric Certificate
- Three-year National Diploma/ Bachelor's Degree in Economics, Development Economics, Business Management, a relevant postgraduate qualification or equivalent
- Certificate in Municipal Finance Management or Certificate Program in Municipal Development (CPMD) in line with Minimum regulations on competency level of 2007(SAQA Qualification ID 48965) will be an added advantage
- Minimum of 5 years' experience in Local Economic Development field
- Knowledge of procurement function
- Good understanding of Local Government legislation
- Knowledge of Municipal Finance Management Act
- Knowledge of the Preferential Procurement Policy Framework
- Knowledge of the Public Finance Management Act and related legislation
- Strong analytical skills and attention to detail
- A valid drivers license

KEY PERFORMANCE AREAS:

- Providing developmental support to all tiers of the parent municipality for planned project outputs and outcomes
- Coordinates specific administrative and reporting requirements associated with the key performance and result indicators of the functionality
- Assist in directing and controlling the performance indicators and outcomes of personnel within the department
- Control the critical key performance areas of the functionality and provides input into the broader Local Economic Development objectives
- Identifies with key dimension and opportunities with regards to Agriculture, Agro-processing, Oceans Economy, Manufacturing, Forestry & Fisheries Development
- Coordinates and executes specific project/programme requirements and monitors applications and outcomes
- Coordinating implementation of Agriculture Development initiative e.g procurement of necessary materials using ANDA SCM processes
- Coordinate implementation of forestry initiative or project ie Monitor progress of all projects, in conjunction with relevant stakeholders

- Coordinate implementation of fishery initiative or project ie Monitor progress of all projects in conjunction with relevant stakeholders
- Controls the critical key performance areas of the functionality and provides input into the broader Tourism Development objectives
- Developing proposals and business plans appropriate for agribusiness sector, infrastructure, ICT, Tourism, Arts and culture and high impact project for rural economic development

KEY PERFORMANCE SKILLS

- Knowledge of municipal applicable legislations
- Reasonable understanding of linkage between IPD and Corporate Plan
- Budgeting, Reporting and Annual Planning context in Municipal context
- Knowledge of procurement function
- Good understanding of Local Government legislation
- Knowledge of Municipal Finance Management Act
- Knowledge of the Preferential Procurement Policy Framework
- Knowledge of the Public Finance Management Act and related legislation
- Strong analytical skills and attention to detail
- Personal credibility and professionalism
- Good verbal and written communication skills
- Marketing skills and fundraising and negotiation skills
- Strong Supervisory skills and interpersonal skills
- Good report skills
- Communication skills

Closing date: 26 June 2026

Please note: Applicants must submit application letter, comprehensive Curriculum Vitae with exposition of their experience and competencies with certified copies of qualifications, Identity document and license where applicable. All **applications should be submitted via email at erecruitment@anda.org.za**. **Kindly send all documents in one (1) pdf document failure to do so will result to your application being disqualified**

NO HAND DELIVERED APPLICATION WILL BE ACCEPTED- Appointment will be subject to appropriate reference and qualification checks. If applicants receive no notification within one month from closing date, please assume that your application was unsuccessful.

The agency reserves the right not to fill the position. **LATE AND FAXED APPLICATIONS WILL NOT BE ACCEPTED.** All enquiries should be directed to Ms. N. Gixane, by the telephone at (039) 492 0011/ 078 803 7511 or gixanen@anda.org.za



LUMKO MTIMDE
CHIEF EXECUTIVE OFFICER