



LEJWE LE PUTSWA DEVELOPMENT AGENCY

Elizabeth Street Suite no 210
Elizabeth Complex, Civic Centre
WELKOM
9460

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✉ Ida@telkomsa.net

RE-ADVERTISEMENT

POSITION OF THE CHIEF EXECUTIVE OFFICER

1. Job Purpose

- To provide strategic management and leadership in line with the legislative mandate, decisions of the board and to oversee the projects and administration of the Lejweleputswa Development Agency (LDA) in order to deliver sustainable, coordinated and integrated economic development, rural development and trade investment promotion services
- As the Chief Executive Officer of LDA reporting to the Board, the Chief Executive Officer will be in charge of overall strategic, operational and financial management thus ensuring compliance

2. Main accountabilities

- To promote economic growth in the District through Public Private Partnerships and local economic development initiatives
- Promote tourism development and marketing in the district
- To promote economic empowerment through the procurement of LDA developments
- To develop fundraising strategy including project funding and partnership models
- To develop the implementation strategy of the district growth and development plan
- Develop best practice and organisational expertise in respect of district based development management
- Promote economic development for the district with the primary objectives of job and wealth creation
- Ensure that agro processing initiatives are established in the District
- Diversification of the industrial and commercial sector in the district
- Promote the Lejweleputswa district as commercial hub
- Maintain and develop organizational culture, value and reputation in the industry/field, internal Audit and Risk Management and prudent financial management
- Provide efficient and effective support to the LDA Board of Directors
- Develop LDA to be a centre for Economic, Business and Sector Intelligence for the region
- Conduct feasibility studies on project initiatives in the District.
- Ensure the long term financial viability and sustainable LDA

3. Inherent requirements of the job

3.1	Qualifications:	A post graduate degree in management or an appropriate development or business field
3.2	Appropriate experience	A minimum of five (5) years' experience in a multidisciplinary environment, preferably within the Economic Development Sector
	Other requirements	<ul style="list-style-type: none">• Strong financial and analytical skills• Understanding of local government environment• Understanding of economic and/or business development issues• Understanding corporate governance principles• Project Management knowledge and experience• Good communication, networking and negotiation skills, is pro-active, results driven and team player• Computer literacy• Valid driver's license

The LDA is committed to achievement and maintenance of diversity and equity in employment especially in the respect of race, gender and disability.

Application must be submitted on a covering letter. A certified copy of Identity Document and qualifications as well as a comprehensive CV must be attached.

NB: Applications can be delivered to: Lejwe le Putswa Development Agency 5 Elizabeth Street, Suite 210, WELKOM or post to: PO Box 2163 WELKOM 9460 for attention of Acting Executive Manager: Corporate Service:

All enquiries must be directed to Human Resource Committee (LDA):
Sibongile Makhubu 057 352 5970

Closing Date: 10 April 2015

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Mr S Mtakati
Chairperson