



MERAUFONG CITY LOCAL MUNICIPALITY

Merafong City Local Municipality hereby invites applications from suitable qualified and experienced candidates for appointment to the following position:

DEPARTMENT ECONOMIC DEVELOPMENT & URBAN PLANNING

INTERNAL / EXTERNAL JOB POSTING

POSITION	: ADMINISTRATIVE OFFICER
SECTION	: ECONOMIC DEVELOPMENT AND URBAN PLANNING
REFERENCE	: AOEDP1/05/26
REMUNERATION	: In accordance with Job Level 7- 6 Of Merafong City Local Municipality (R 399 738.29 - R 420 088.45 - R 441 492.15 - R 452 056.66 - R473 563.76 - R 496 150.28 Per Annum, excluding benefits)

REQUIREMENTS: • Grade 12 Certificate PLUS a National Diploma/Degree in Town & Regional Planning, Development Studies, or Administration (NQF 6/7). • 2–3 years of relevant experience in a municipal planning environment. • Strong understanding of IDP processes, SPLUMA regulations, and local government legislation. • Proficiency in MS Office (Word, Excel) is essential, with added advantage for GIS experience. • Valid Driver's Licence • Excellent report writing and communication skills. • Good organizational and planning abilities. • Attention to detail and public relations skills.

KEY RESPONSIBILITIES: • Administering land use and development applications (e.g., rezoning, subdivisions, special consents) in compliance with SPLUMA. • Administrative Support: Manage correspondence, records, and files for the Town Planning department. • Integrated Development Planning (IDP): Provide administrative support for the review and implementation of the municipal IDP. • Public Participation: Facilitate public engagement sessions, stakeholder workshops, and manage the advertising of land use applications. • GIS Maintenance: Assist with the update of GIS data, maps, and land use registers. • Secretarial Duties: Coordinate meetings, draft agendas, and take minutes for planning forums.

POSITION	: MANAGER: SPATIAL AND ENVIRONMENT MANAGEMENT
SECTION	: SPATIAL PLANNING
REFERENCE	: MSEP2/05/26
REMUNERATION	: In accordance with Job Level 1 Of Merafong City Local Municipality (R 931 689.56 Per Annum, excluding benefits)

REQUIREMENTS: • Grade 12 • A Bachelor's Degree or B-Tech in Town and Regional Planning, Environmental Management (NQF Level 7) is required. • 8 years relevant experience in spatial planning, land used management and environmental management at local government level, of which at least 3 years must be at a middle management level. • Registration with SACPLAN (South African Council for Town and Regional Planners) as a Professional Planner is compulsory. • Valid Code B driver's license and computer literacy (MS Office).

KEY RESPONSIBILITIES: • Developing, reviewing, and implementing the Spatial Development Framework (SDF) and Land Use Management Scheme (LUMS). • Managing land development applications (rezoning, subdivision) and ensure compliance with SPLUMA (Spatial Planning and Land Use Management Act, 2013). • Developing environmental policies, EIAs (Environmental Impact Assessments), and biodiversity strategies to facilitate sustainable development. • Coordinate spatial planning projects, maintain the Geographical Information System (GIS), and prepare technical reports for The Planning Tribunal and Council. • Managing departments budgets, staff performance, and stakeholders engagement (Public participation) • Contributing to the development of the IDP and its review processes through all its phases and to the compilation of the subsequent annual budget. • Developing service delivery and Budget Implementation Plan (SDBIP) of the division. • Compiling reports and action land use findings. • Review the final land use management file and prepare review notes to resolve land use and Spatial matters that were not completed addresses by Town Planners. • Providing Town planning comments on Building plan submissions due to possible complications and legal actions against the Municipality. • Managing the execution of appropriate applications and/ or analyse and synthesize relevant information to support detailed physical planning. • Identifying appropriate spatial locations for specific land use need. Coordinate compliance of Building inspection functions in terms of quality and performance. • Provide Town planning services for the Municipality. Utilising scientific disciplines, administrative techniques and interdisciplinary coordination to facilitate balanced regional development and the physical organisation of space in support of the Municipality's long-term strategy and development objectives. •Generate, analyse and produce management decision making and planning information and reports effectively and efficiently.

KNOWLEDGE SKILLS AND COMPETENCY

The ability to zone land for specific purposes so that they facilitate the achievement of the Municipality environmental, social and economic objectives. • Good understanding of institutional governance systems and performance management. • Knowledge of Geographical information Systems. • Knowledge of Spatial, Town and Development Planning. • Planning and organizing the work unit using associated resources and budgets, according to the Municipality's procedures in order to achieve the tasks, functions, results of the work unit. • An in-depth understanding of SPLUMA, NEMA, NBR and other relevant legislation • Strategic capability and leadership. • Strong analytical, report-writing, and presentation skills. • Ability to manage complex land-use and environmental projects.

POSITION	: OFFICE ADMINISTRATOR
SECTION	: SPATIAL PLANNING
REFERENCE	: OAS3/05/26
REMUNERATION	: In accordance with Job Level 9 - 8 Of Merafong City Local Municipality (R 279 382.46 – R 291 995.88 – R 304 722.40 – R 318 518.61 – R 336 118.59 – R 353 172.38 – R 371 124.61 – R 389 968.79 Per Annum, excluding benefits)

REQUIREMENTS: Grade 12 (Matric), plus relevant secretarial or Public Administration certificates. • 2-3 years town planning administration experience is compulsory. • Proficient in Microsoft Office Suite (Word, Excel, PowerPoint) and office automation tools. • Strong communication skills (verbal and written), • high organization, ability to work with minimum supervision, and excellent customer service skills. • A valid drivers license.

RESPONSIBILITIES: Implement the administrative requirements associated with the Spatial Planning Section, by means of the consolidation, processing and presentation of functional information, queries of the status of land use applications, as well as performance management systems. Provide staff members, clients and potential developers with information on legislative requirements land use bylaws and spatial planning policies. Receive and package land use applications and town planning queries for allocation by the Manager: Spatial Planning and Environmental Management. Preparing, organising and storing information in paper and digital form. • Managing daily office operations, filing systems, and documentation. • Capturing municipal data and preparing reports • Dealing with queries on the phone and by email. • Managing diaries, scheduling meetings and booking rooms. • Arranging travel and accommodation. • Arranging post and deliveries • Taking minutes at meetings • Typing up letters and reports • Updating computer records using a database • Ordering office suppliers • Maintaining office systems • Liasing with suppliers and contractors • Liasing with staff in other departments, e.g. HR, Finance .

POSITION	: ASSISTANT TOWN PLANNER: LAND USE MANAGEMENT
SECTION	: SPATIAL PLANNING
REFERENCE	: ATPLUM4/05/26
VANCIES	: X2
REMUNERATION	: In accordance with Job Level 6 Of Merafong City Local Municipality (R 452 056.66 - R473 563.76 - R 496 150.28 Per Annum, excluding benefits)

REQUIREMENTS: • Grade 12 • Bachelors Degree, BTech or National Diploma in Town Planning and Regional Planning, Urban and Regional Planning or Urban Design is required. • 2 – 3 years experience in land use management at local government level. Registration with SACPLAN (South African Council for Town and Regional Planners) as a Professional Planner or Technical Planner is compulsory. • Computer literacy: MS Office.

KEY PERFORMANCE AREAS: • Ensuring that applications are scrutinized and are submitted with all relevant documentation in accordance with municipal guidelines, planning bylaws and standard operating procedures. • Under the guidance of the immediate supervisor, ensure that the contents of the land use application reports conform to prescribe legislative requirements, Town Planning Schemes, planning policies and other regulations and laws prior to decisions being taken • Ensuring that all legal requirements attached to the applicable land use planning approvals, and/ all legal and regulatory requirements of the Town planning scheme, spatial plan, policies, guidelines, etc are adhered to. • Ensuring, with the assistance of the immediate supervisor, that advice or opinions on relevant matters is made available and / or communicated through the various mediums and accurately interpreted through the provision of adequate and clear explanation. • Ensuring the functionality is positioned to deliver on strategic developmental planning objectives as well as compliance with the applicable town planning policies and legislation. • Supporting spatial planning and development initiatives to ensure spaza shops compliance

POSITION	: BUILDING INSPECTORS X2
SECTION	: SPATIAL PLANNING
REFERENCE	: BI5/05/26
REMUNERATION	: In accordance with Job Level 8 Of Merafong City Local Municipality (R 336 118.59 – R 353 172.38 – R 371 124.61 R 389 968.79 Per Annum, excluding benefits)

KEY REQUIREMENTS: • Grade 12 • National Diploma in Building, Construction, Architecture, Architectural Technology or N4 to N6 with a Trade Test is required. Registration with SACAP (South African Council for the Architectural Profession) as a Building Control Officer would be advantageous. Thorough knowledge of the National Building Regulations and Building Standards Act, as well as any other legislation applicable to building control. • A minimum 3-5 year's practical experience in a building industry • Municipal experience in a Building Control Section is compulsory • Knowledge and experience in office administration • Computer literate MS (Office) • Good communication and human skills (written and verbal) • Good interpersonal skills • To function independently and under pressure • Valid Driver's License

RESPONSIBILITIES: • Knowledge of laws, regulations and policies relating to Land Use Management and the Building Control Functions • Scrutinizing of building plans • Execute inspections regarding building work and business licenses • Do inspections of site drainage systems • Controlling of demolition works and general safety aspects regarding building work • Issuing of plan copies to owners • Interpretation and applying of National Building Regulations, S.A.B.S. 0400 and S.A.B.S. Codes of Practice • Statutory action against illegal building work • Record keeping of inspections and other work-related statistical data • Liaising with owners, contractors and other municipal departments regarding enquiries and problem solving related to building plans and building work • Attend to site meetings • Follow-up on complaints • Assist with general administrative building control office duties • Attend meetings when requested by Supervisor/Manager.

POSITION	: GIS TECHNICIAN
SECTION	: SPATIAL PLANNING
REFERENCE	: GT6/05/26
REMUNERATION	: In accordance with Job Level 6 - 5 Of Merafong City Local Municipality (R 452 056.66 – R 473 563.76 – R 496 150.28 – R 520 281.56 – R 546 687.96 Per Annum, excluding benefits)

KEY REQUIREMENTS: • Grade 12 • National Diploma in Geomatics or National Diploma in GISc is required • 3 – 5 years experience in spatial systems, application development, and processing of geospatial data is required. • Registration with SAGC (South African Geomatics Council) as GIS Technician or Technologist is compulsory • Computer Literacy (MS: Office). Thorough knowledge of Land Survey Act, Deeds Registries Act and any other legislation applicable to geomatics, GIS and land survey.

RESPONSIBILITIES: • Compiling geographic information in the form of satellite images, geographical surveys, and aerial photographs. • Researching and verifying geographic data. • Entering new data into the GIS database. • Drawing maps using advanced computer software. • Ensuring maps are annotated and compiled with the correct information. • Compiling reports using all available GIS and GPS data sources. • Maintaining the GIS database and troubleshooting data issues. • Traveling to geographic sites to conduct land surveys. • Receiving technical documentation, apply specific procedures and system to import data from various applications and programmes. • Check and validate entries to resolve discrepancies or manipulate data to achieve consistency. • Store data in the recognizable attributes conforming to entity descriptions Liaising with Engineers, Technicians, Consultants etc. pertaining to GIS information, reticulation and technical information Update creation of maps for all Town Planning (IDP, SDF, SCHEMES etc.) and related projects etc. • Giving GIS support to all sector Departments within the organization Attending to GIS queries/ requests Setting and adjusting peripheral devices, scanning images or using mapping software (arcmap) or graphic user interface techniques to create layout drawings. • Proficiency in design software including AutoCAD and ArcView. • formulate GIS policy, create and implement GIS Standards on application and implementation of GIS Systems and processes, Facilitate the implementation, design and maintenance of the GIS systems and processes, Facilitate the implementation of spatial development framework (SDF), Designs and develops a database application, Manages databases design requirements for the GIS function. Performs life-cycle management of spatial data, Effective management of GIS resources. • Apply Geographic Information Systems (GIS) and spatial data skills. Using applicable GIS technology and tools (mobile, desktop and web) collect, manage and process geospatial data, and produce and analyse maps and other spatial outputs to support various project teams.

Professional Competencies Oral and written communication. Problem-solving and decision-making. Planning and organizing. Ethics and professionalism. **Functional Competencies:** Discipline-specific technical skills. Task and process management. Operation of treatment plant equipment and systems. Quality orientation. Workplace health and safety compliance. Basic people management. **Public Service Competencies** Service delivery orientation. Interpersonal relations. Communication and responsiveness. **Personal Competencies:** Action and outcome orientation. Resilience and adaptability. Change readiness. Cognitive ability and continuous learning.



MERAUFONG CITY LOCAL MUNICIPALITY

Merafong City Local Municipality hereby invites applications from suitable qualified and experienced candidates for appointment to the following position:

DEPARTMENT ECONOMIC DEVELOPMENT & URBAN PLANNING

INTERNAL / EXTERNAL JOB POSTING

POSITION : HOUSING OFFICER: LAND AND PROPERTY MANAGEMENT
SECTION : HUMAN SETTLEMENT AND PROPERTY
REFERENCE : HOLPM7/05/26
REMUNERATION : In accordance with Job Level 9 Of Merafong City Local Municipality (R 279 382.46 – R 291 995.88 – R 304 722.40 – R 318 518.61 Per Annum, excluding benefits)

REQUIREMENTS: • Grade 12 • Relevant National Diploma in Property Management, Built Environment, Real Estate, or Public Administration. • 2–5 years of relevant experience in property management, preferably within a municipal environment. • Valid Driver's License. • Computer Literacy (MS Office).

KEY RESPONSIBILITIES • Administer the Municipal Property Portfolio, including leasing, maintenance scheduling, and site inspections. • Manage housing allocation processes, including low-cost housing and old-age facilities. • Handle land and estate management, including assisting with rezoning, subdivisions, and preventing illegal land invasions. • Manage tenant agreements, rental collection, and maintenance complaints. • Ensure all property transactions adhere to the Municipal Property Rates Act, Alienation of Land Act, and Municipal Finance Management Act (MFMA). Prepare monthly reports for Council on property matters.

POSITION : HOUSING OFFICER: PROPERTY ADVISORY SERVICES

SECTION : HUMAN SETTLEMENT AND PROPERTY

REFERENCE : HOLPAS9/05/26

REMUNERATION : In accordance with Job Level 9 Of Merafong City Local Municipality (R 279 382.46 – R 291 995.88 – R 304 722.40 – R 318 518.61 Per Annum, excluding benefits)

REQUIREMENTS: • Grade 12 (Matric) plus a National Diploma in Real Estate, Human Settlements, or equivalent qualification. • 1 – 2 years of relevant experience in housing administration, property management, or similar field. • Understanding of Housing Policies and legislation (e.g., Housing Act, Municipal Systems Act). • Proficiency in MS Office and database management. • Valid Driver's License.

KEY RESPONSIBILITIES: • Receive and process all applications for municipal land and property sales and leasing. Develop reports for Council consideration. Assist in the development and review of standard operating procedures for municipal land and property sales and leasing. Assist in the development and review of standard operating procedures for land invasion responses. Develop and update a register of all land and property requests, sales, donations and leases. Assist in the review of relevant municipal policies and bylaws on land acquisition and alienations. Assist in the review of relevant municipal policies and bylaws on land invasions. Advise applicants on housing policies, title deeds, and land rights. Assist in managing Municipal Property Portfolio, including inspections of buildings and tenant installations. Prepare reports on tenant support and property status.



MERA FONG CITY LOCAL MUNICIPALITY

Merafong City Local Municipality hereby invites applications from suitable qualified and experienced candidates for appointment to the following position:

DEPARTMENT ECONOMIC DEVELOPMENT & URBAN PLANNING

INTERNAL / EXTERNAL JOB POSTING

POSITION	: ASSISTANT MANAGER: ECONOMIC DEVELOPMENT, TRADE & INVESTMENT
SECTION	: LOCAL ECONOMIC DEVELOPMENT
REFERENCE	: HOLPM11/05/26
REMUNERATION	: In accordance with Job Level 4 Of Merafong City Local Municipality (R 574 506.63 – R 588 939.51 – R 603 731.12 Per Annum, excluding benefits)

REMUNERATIONS: • Gr 12 • Bachelor's Degree or National Diploma (NQF 6/7) in Economics, Commerce, Business Management or International Trade • Minimum 5-8 years' relevant experience in investment promotion, trade facilitation, policy development, economic research and practice • Proven track record in investment facilitation programmes • Knowledge in the utilisation of various economic applications and systems. Sound knowledge of municipal legislation, Sound knowledge of municipal legislation. Computer literacy (MS Office), Excellent communication, report writing, and facilitation skills. • Attention to detail • Valid driver's license.

KEY RESPONSIBILITIES: • Compiling comprehensive business cases for local projects to present to potential private investors and Development Finance Institutions. • Establishing an ongoing support system for existing businesses to prevent capital flight and assist with local expansion blockages. • Managing the application and review process for localized investment incentives, ensuring alignment with municipal or provincial frameworks. • Developing and maintaining a verified directory of local manufacturers and service providers who have export potential. • Organising capacity-building workshops to help local enterprises meet international quality standards and regulatory compliance. • Logistics and technical preparation for inward and outward trade delegations, ensuring local businesses connect directly with global buyers. • Implementing programs that explicitly meet the targets set out in the Integrated Development Plan (IDP) and the Local Economic Development (LED) strategy. • Monitoring regional macroeconomic indicators, employment data, and sectoral growth

trends to provide the Manager with data-backed policy recommendations. • Assisting in the spatial planning and operational rollout of localized industrial parks, digital hubs, or designated economic zones. • Serving as the regular operational liaison for local chambers of commerce, industry associations, and informal business structures. • Working closely with provincial departments (like the Department of Economic Development) and national bodies (such as the dtic) to unlock joint funding. • Monitoring sub-unit project expenditures to prevent unauthorized, irregular, or wasteful expenditure. • Compiling monthly, quarterly, and annual performance data against the Service Delivery and Budget Implementation Plan (SDBIP) for the Manager's review.

POSITION : ASSISTANT MANAGER: TOURISM & AGRICULTURE
SECTION : LOCAL ECONOMIC DEVELOPMENT
REFERENCE : AMTA12/05/26
REMUNERATION : In accordance with Job Level 4 of Merafong City Local Municipality
(R 574 506.63 – R 588 939.51 – R 603 731.12 per annum, excluding benefits.)

REQUIREMENTS: • Grade 12 • Bachelor's Degree or National Diploma (NQF 6/7) in Tourism Management, Agricultural Economics, Development Studies, or NQF Level 6 equivalent. • Minimum of 5 — 8 years of relevant work experience in tourism or agricultural development, preferably in a local government environment. • Sound knowledge of municipal legislation, computer literacy (MS Office), and strong communication and report-writing skills. • Excellent communication, report writing, and facilitation skills. • Attention to detail . • A valid driver's license.

KEY RESPONSIBILITIES: • Develop, implement, and monitor integrated tourism and agricultural development strategies for the municipality. • Oversee LED (Local Economic Development) projects focusing on eco-tourism, agricultural hubs, and SMME support. • Facilitate partnerships between local farmers, tourism operators, and government bodies. • Promote, market, and develop local tourism attractions, including hosting events and supporting SMMEs in the tourism sector. • Provide administrative and project support to local farmers and rural revitalization projects. • Compile regular reports on progress and ensure compliance with relevant Municipal Financial Management Act (MFMA) regulations. • Design and monitor community-based agro-processing and eco-tourism initiatives. • Linking smallholder emerging farmers and township tourism businesses with commercial supply chains and funding networks. • Evaluate local socio-economic profiles and spatial data to identify untapped land or tourism corridors. • Compiling monthly, quarterly, and annual performance data against the Service Delivery and Budget Implementation Plan (SDBIP) for the Manager's review. • Preparing and

submitting funding proposals for projects to the Manager. • Preparing of development related business plans if required by providing advice, guidance and support.

POSITION	: LED OFFICER: AGRICULTURE SUPPORT AND RURAL
SECTION	: LOCAL ECONOMIC DEVELOPMENT
REFERENCE	: LOASR13/05/26
REMUNERATION	: In accordance with Job Level 6 of Merafong City Local Municipality (R 452 056.66 – R 473 563.76 – R 496 150.28 per annum, excluding benefits.)

REQUIREMENT: • Grade 12 • A 3-year National Diploma or Degree in Agriculture, Agricultural Economics, Development Studies, or a related field NQF 6. • A minimum of 2 – 5 years of relevant work experience in agricultural development or rural planning, preferably in the public sector or local government. • knowledge of Local Economic Development planning and Local Government Sector processes; • Valid driver's license. • Computer literacy (MS Office), excellent communication, report writing, and facilitation skills. • Attention to detail •

KEY RESPONSIBILITIES: • Facilitating the development and implementation of a Rural Development and Agricultural Support Programme and assisting rural business owners to become registered business entities. • Providing technical and administrative support to small-scale farmers and agricultural cooperatives. • Assisting agriculture/Agri-industry businesses, organizations, etc. with applications/proposals to local, district, provincial and national programmes. • Supporting attraction and retention of alternative agricultural investment. • Providing guidance on food security issues and opportunities in the region. • Coordinating the formulation of specific policies and procedures. • Assisting local farmers with business needs, primarily business plans, market development and providing advice related to financing, budgeting, marketing, technology development and commercialization. • Visiting development projects, taking photos and videos and writing progress reports for submission and presentation at management meetings. • Preparing and submitting funding proposals for projects to the Manager. • Coordinating partnership projects to ensure that objectives in terms of the agreements are met; • Coordinating the administrative and reporting requirements associated with the key performance and result indicators of the functionality; • Maintaining the activity and recordkeeping systems and/ or executing specific actions to facilitate the updating of registers and schedules. • Implements communication strategies with intra and interdepartmental management staff and external stakeholders. • Capacitating project beneficiaries and encouraging maximum participation on business entrepreneurship programs.

POSITION	: LED OFFICER: TOURISM
SECTION	: LOCAL ECONOMIC DEVELOPMENT
REFERENCE	: TO14/05/26
REMUNERATION	: In accordance with Job Level 6 of Merafong City Local Municipality (R 452 056.66 – R 473 563.76 – R 496 150.28 per annum, excluding benefits.)

REQUIREMENTS: Grade 12 • A 3-year National Diploma in Tourism Management , Tourism Development or Heritage & Cultural Studies or equivalent (NQF Level 6). • 2 - 5-year experience in a tourism or related field. • Good Interpersonal , Communication, Public Relations and Marketing skills • Computer Literacy (MS Office). Valid Driver's License

KEY RESPONSIBILITIES: • Co-ordinating the execution of critical key performance areas of the functionality and provides input into specific Tourism initiatives to ensure the functionality is capable of supporting Council's Tourism objectives through recognition of immediate priorities and longer-term interventions. • Co-ordinating applications and processes associated with the promotion and positioning of the Region as a preferred Tourist destination to ensure through the collection and circulation of information and provision of support, tourism objectives and goals as a socio-economic enabler are accomplished. • Co-ordinating specific project requirements with respect to tourism projects/events to ensure Tourism projects and events are professionally coordinated to enable positive contributions to, and accomplishment of, desired outcomes, objectives and goals. • Attending to the administrative recording, reporting and recordkeeping requirements/procedures to ensure laid down administrative procedures and reporting requirements are complied with and accurate information disseminated to support specific decisions/actions.

POSITION : LED CLERK: TOURISM
SECTION : LOCAL ECONOMIC DEVELOPMENT

REFERENCE : TO15/05/26

REMUNERATION : In accordance with Job Level 9 of Merafong City Local Municipality (R 279 382.46 – R 291 995.88 – R 304 722.40 – R 318 518.61 per annum, excluding benefits)

REQUIREMENTS: • Grade 12 • A Certificate or Diploma (NQF Level 5) in Tourism Management, Hospitality, Office Administration, or Public Administration will be an added advantage. 1 to 2 years of administrative, secretarial, or customer service experience. • Fluent in two of the three official languages in the Merafong area • Computer literate in MS Office • Attention to detail • Accounting skills • Protocol and business ethics • Effective communication abilities • Able to handle conflict • Able to work under pressure • Time management

KEY PERFORMANCE AREAS: • Assisting to ensure quality LED administrative services • Ensure logistical services to the LED section • Ensuring management support service delivery to the LED section • Ensuring an effective administrative support service to the LED manager • Ensure a high success rate according to the set LED objectives. • Ensuring effective coordination of Performance Management System.

PROFESSIONAL COMPETENCIES Oral and written communication. Problem-solving and decision-making. Planning and organizing. Ethics and professionalism.
Functional Competencies: Discipline-specific technical skills. Task and process management. Operation of treatment plant equipment and systems. Quality orientation. Workplace health and safety compliance. Basic people management.
Public Service Competencies Service delivery orientation. Interpersonal relations. Communication and responsiveness. **Personal Competencies:** Action and outcome orientation. Resilience and adaptability. Change readiness. Cognitive ability and continuous learning.(applicable to managers) **Management & Leadership Competencies:** Direction setting. Impact and influence. Coaching and mentoring. Team orientation.