



PERSONAL DEVELOPMENT PLAN

Entered by and between

**METSIMAHOLO LOCAL MUNICIPALITY
"The Employer"
Represented by:**

**Mr. Fusi John Motloung
(Municipal Manager)**

and

**Ms Fikile Veronica Mareka
Chief Financial Officer
(Employee)**

Compiled and Updated on (Date): July 2026

1. Competencies required for the Job							
Higher Education Qualification	- Degree in Public Finance Management and Administration - Certificate in Municipal Financial Management						
Work Related Experience and Knowledge (Years of Experience)	5 years of experience at middle management level, and - Have proven successful financial management within public or private sector.						
Type of Knowledge	- Good knowledge and understanding of relevant policy and legislation - Good knowledge and understanding of institutional governance systems and performance management - Understanding of Financial Management in: - Supply Chain Management - Operational Financial Management - Risk and Change Management - Audit and Assurance						
Added Advantage	- Registration with a Professional Body - Postgraduate Qualification						
2. What competencies from the above list, does the job holder already possess?	- Master of Business Administration Degree - Post Graduate Diploma in Management - National Diploma in Cost and Management Accounting - Over 5 years' experience in middle management experience. 17 years' experience in local government financial management						
3. What then are the competency gaps? <i>Incl. CBA outcomes</i> (If the job holder possesses all the	4. Actions/ Training interventions to address the gaps/needs	5. Indicate the competencies required for future career	6. Actions/ Training interventions to address future progression	7. Suggested training and / or development activity	8. Comments/ Remarks of the Incumbent		

necessary competencies, complete no. 5 and 6.)	(If the job holder possesses all the necessary competencies, complete no. 5 and 6.)	progression/ development			
	1. Information & Knowledge Management 2. Change Management 3. Analysis & Innovation 4. People Management	1. People Management 2. Change Management 3. Analysis & Innovation 4. Knowledge and Information Management	1. Executive Leadership Programme 2. Strategic AI skills programme	1. Executive Development Programme 2. Strategic AI skills programme	Implementation of the suggested development areas will assist in addressing competency gaps- as outlined in the competency assessment .
9. Comments/ Remarks of the Supervisor					

Employee/ Delegate: Ms. FV Mareka

Signature: 

Date: 28/07/2026

Date of next review: July 2027

2026/27 PDP: Chief Financial Officer

Supervisor/Employer: Mr. FJ Motloung

Signature: 

Date: 2026/07/28