



PERSONAL DEVELOPMENT PLAN

Entered by and between

METSIMAHOLO LOCAL MUNICIPALITY

"The Employer"

Represented by:

Mr. Fusi John Motloung

(Municipal Manager)

and

Mr. Mohlouoa Ephraim Sediane

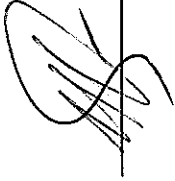
**Director Organisational Development and Corporate Services
(Employee)**

Compiled and Updated on (Date): July 2026

1. Competencies required for the Job	
Higher Education Qualification	Bachelor Degree in Public Administration/Management Sciences/ Law or equivalent
Work Related Experience and Knowledge (Years of Experience)	• 5 years of experience at middle management level, and • Have proven successful management experience in administration
Type of Knowledge	• Good knowledge and understanding of relevant policy and legislation • Good knowledge and understanding of institutional governance systems and performance management • Good knowledge of corporate support services including: - Human capital management and Organisational Development - Legal Services - Archives and Facilities management - Council support • Good knowledge of supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No 05 of 2000) • Good governance • Labour Relations Act, and other labour-related prescripts • Legal background and human capital management and • Knowledge of coordination and oversight of all specialized support functions.
Added Advantage	• Registration with a Professional Body: • Postgraduate Qualification
2. What competencies from the above list, does the job holder already possess?	• MBA • Over 10 years Managerial experience in Administration

3. What then are the competency gaps? <i>Incl. CBA outcomes</i> (If the job holder possesses all the necessary competencies, complete no. 5 and 6.)	4. Actions/ Training interventions to address the gaps/needs (If the job holder possesses all the necessary competencies, complete no. 5 and 6.)	5. Indicate the competencies required for future career progression/ development	6. Actions/ Training interventions to address future progression	7. Suggested training and / or development activity	8. Comments/ Remarks of the Incumbent
• Change Management • Financial Management • Analysis and Innovation	• Change Management • Financial Management • Analysis and Innovation	• Change Management • Financial Management • Analysis and Innovation	• Change Management • Financial Management • Analysis and Innovation	• Change Management • Financial Management • Analysis and Innovation	
9. Comments/ Remarks of the Supervisor					

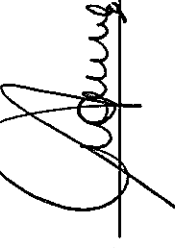
Employee/ Delegate: Mr ME Sediane

Signature: 

Date: 27/07/2026

Date of next review: July 2027

Supervisor/Employer: Mr FJ Motloung

Signature: 

Date: 22/07/27