

## NAMA KHOI MUNICIPALITY



### CHIEF FINANCIAL OFFICER (SECTION 56) PERMANENT POSITION NOTICE NUMBER: 62/2018

As per Government Gazette No.41173 dated 10 October 2017.

**REQUIREMENTS :** •Bachelor's Degree in Accounting, Financial Management, Economics or Chartered Accountant (SA); • Minimum of five (5) years experience at middle management level; • Computer literacy covering all applications; • The need for signing of an employment contract, a performance agreement and disclosure of financial interest; •Be prepared to undergo Security Vetting; • Be prepared to undergo Competency Assessment test; • To have No criminal record; •Registration with professional body will be an added advantage. A valid code B driver's license. • Certificate in Municipal Finance Management or Certificate Programme in Municipal Development (CPMD) in line with Minimum Regulations in Competency Level of 2007; If a newly appointed person is not in possession of this Competency, he/ she must complete it within eighteen (18) months from the date of employment, in accordance with Government Notice Number 91 of 3 February 2017, as promulgated in Government Gazette No. 40593.

**KNOWLEDGE:** Advanced and understanding of relevant policy and legislation; • Advanced understanding of institutional governance systems and performance management; • Advanced understanding of Council operations and delegation of powers; • Good governance; •Audit and Risk management establishment and functionality; •Budget and finance management; •Good knowledge of supply chain management regulations and Preferential Procurement Policy Framework Act, 2000 (Act No:5 of 2000); •Ability to prove strategic, visionary and innovative leadership; •An in dept practical knowledge and understanding of the MFMA, GRAP, GAMAP, DORA, Treasury regulations, Municipal policies and By-laws; • Ability communicate and negotiate at all levels of government and with all relevant stakeholders.

**KEY PERFORMANCE AREAS :** •Provides strategic financial management direction, advice and leadership to the Budget and Treasury Directorate and the Local Municipality; • Ensure the provision of an effective financial management service by implementing and maintaining an effective financial management service inclusive of policies, procedures, standards, practices, anti- corruption measures and an effective accounting service within the Municipality, and ensure that the strategic plan is consistent with the MTEF, MFMA and Treasury Regulations; •Ensure effective revenue collection system that are consistent with the Municipal System Act and an effective system of expenditure management. Supports the Accounting Officer and other Senior Managers in the execution of their functions; • Oversee and lead the budgeting process in compliance with National Treasury guidelines, and to monitor the utilization of budgets within

the organization. Preparation of Annual Financial Statements; • Compile and manage the Municipality's Annual Capital and Operational Budget; • Co-ordination and co-operation with other spheres of government relating to financial matters.

**NOTE:**

- Applications who hold the position of chairperson, deputy chairperson, secretary, deputy secretary or treasurer of any political party nationally or in any province, region or other area in which the party operates; or any position in a political party equivalent to a position mentioned above, irrespective of the title designated to that position, shall not be considered for appointment as Municipal Manager.
- The successful candidate will be required to enter into an employment contract, a performance agreement, to disclose financial interest and will be subjected to security vetting.

**REMUNERATION:** This advertisement is subject to implementing the Government Gazette No. 41173 Local Government: Total Remuneration Packages Payable to Municipal Managers and Managers Directly Accountable to Municipal Managers Total annual remuneration package of R 769 844 to R 960 143 (Category 2 Municipality).

- Applications who hold the position of chairperson, deputy chairperson, secretary, deputy secretary or treasurer of any political party nationally or in any province, region or other area in which the party operates; or any position in a political party equivalent to a position mentioned above, irrespective of the title designated to that position, shall not be considered for appointment as HOD: Corporate Services.
- The successful candidate will be required to enter into an employment contract, a performance agreement, to disclose financial interest and will be subjected to security vetting.

**APPLICATION INSTRUCTIONS:** You are invited to submit an application for the vacant post on an official application form as provided in Regulation 11 of Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers Gazette No. 37245, comprehensive Curriculum Vitae with certified copies of Qualifications and other relevant documentation to:

**Ms S A Titus, The Municipal Manager, NAMA KHOI MUNICIPALITY, P.O. Box 17, SPRINGBOK, 8240**

**CLOSING DATE:** 15 July 2018 before 12h00  
*(Emailed, faxed, uncertified documentation and/or late applications will not be considered)*

**ENQUIRIES:** Should you have any enquiries contact the **HUMAN RESOURCES DIVISION** on 027 – 718 8131/132

*Correspondance will be limited to short listed candidates. If you have not been contacted within three months of the closing date of this advertisement please accept that your application was unsuccessful. The municipality reserves the right not to make an appointment. The municipality will do a reference check on all candidates.*

**THE NAMA KHOI MUNICIPALITY SUBSCRIBES TO THE PRINCIPLES OF EQUAL EMPLOYMENT AND AFFIRMATIVE ACTION AND IN THIS VAIN, SUITABLY QUALIFIED WOMEN AND PEOPLE WITH DISABILITIES ARE PARTICULARLY ENCOURAGED TO APPLY**