



THEMBELIHLE

LOCAL MUNICIPALITY
PLAASLIKE MUNISIPALITEIT
U-MASIPALA WASEKUHLENI

Private bag X3 HOPETOWN 8750

Church Street HOPETOWN 8750

(053) 2030005/8

Fax (053) 2030490

www.thembelihlemunicipality.gov.za

VACANCY: CHIEF FINANCIAL OFFICER

Permanent position

Remuneration: R700 116 –R855 0698 pa. (All Inclusive Package).

Reference Number: TMH 2017/03

Thembelihle Municipality, situated in the Northern Cape, and an equal opportunity, affirmative action employer, is awaiting applications in terms of Section 56(1) (a) (i) of the Local Government: Municipal Systems Amendment Act, 2011(Act No.7 of 2011) to apply for the above- mentioned vacancy. Females and people living with disabilities are specifically requested to apply.

A. ESSENTIAL REQUIREMENTS:

- i) B.Comm Degree with majors in Financial Accounting and Management Accounting
- ii) Minimum of five (5) years as senior manager in Local Government Finances, Municipal Budget and Annual Financial Statements.
- iii) Must obtain the Minimum Municipal Competency as prescribed by National Treasury within 18 months from the date of appointment
- iv) Knowledge and Understanding of computerized Financial Systems, Spreadsheets, Databases and Word Processing
- v) An Extensive knowledge of the Municipal Finance Management Act, Treasury Regulations and other related legislation.
- vi) Have a motor vehicle to be able to execute his/her duties

B. DUTIES AND RESPONSIBILITIES:

The incumbent will be directly accountable to the Municipal Manager and will be responsible for the following:

- i) Planning, organizing, coordinating, delegating and controlling the activities of the staff at the Budgeting and Treasury and Supply Chain Management Systems.
- ii) Manage Financial Risk, Internal Audit, Budget and Treasury Office.
- iii) Perform all delegations by the Accounting Officer in terms of the Municipal Finance Management Act.
- iv) Compile Annual Financial Statements and control all the municipality's Bank Accounts.
- v) Ensure compliance with MFMA and its Regulations.
- vi) Advise the Accounting Officer on the exercise of his powers and duties assigned to him in terms of the Municipal Finance Management Act.

C. REMUNERATION:

A minimum all-inclusive remuneration package as per Government Notice: 381 of 2016 Gazette No. 40118 of 1 July 2016 at a Grade 1 Municipality.

- D. Enquiries: Municipal Manager
Mr. AM Mogale

E. Closing Date: 19 May 2017

F. DIRECTIONS TO APPLICANTS:

Applications must be submitted on the prescribed application form found on the municipality's website (www.thembelihlemunicipality.gov.za) (Sect 56 application form) and must be completed in full accompanied by certified copies of the ID, Qualifications and a comprehensive CV, stating the reference number and the name of post being applied for. No faxed or E-mailed or late applications will be considered, the certification stamp should not be older than 3 months. Correspondence will be limited to shortlisted candidates only. Reference checking will be conducted on all shortlisted candidates and therefore CVs should include at least three contactable work-related references.

- i) The Council will conduct security vetting on shortlisted candidates
- ii) The Council will require shortlisted candidates to undergo competency based assessments
- iii) The successful candidate will be required to sign an employment contract and performance agreement
- iv) The successful candidate will be stationed at the offices of the Thembelihle Local Municipality in Hopetown

Applications should be sent in a sealed envelope Marked with Name of Post and Reference number to:

Thembelihle Municipality Attention: Municipal Manager - Mr. AM Mogale
Private Bag X3,
Hopetown
8750

Tel: 053-203 **0005/8**