



THEMBELIHLE

*Incorporating the towns of Strydenburg and Hopetown
Northern Cape Province, Republic of South Africa*

**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

Thembelihle Local Municipality (NC 076) is an equal opportunity, affirmative action employer, is awaiting the applications for the following position. We encouraged disabled persons to apply.

DEPARTMENT : Finance Department
POST : Chief Financial Officer
LEVEL : Manager Directly Reporting to the Municipal Manager
CENTRE : Hopetown, Northern Cape

A Annual Total Remuneration Package:

- Negotiable in terms of Government Gazette No. 41173 of 10 October 2017, i.e. Upper Limits of Total Remuneration Package Payable to Municipal Managers and Managers Directly Accountable to the Municipal Managers
- Minimum R: R741 423.00 – Midpoint: R823 805.00 – Maximum R906184.00
- A Remote Allowance of 4 % of the Annual Salary may also be payable.
- Cellphone Allowance as per Council Policy

B Term of Appointment: Permanent

C. Essential and Non-Negotiable Requirements:

Knowledge of the specified fields, knowledge of interpretation and implementation of policies and procedures, knowledge of performance management and reporting, knowledge of developmental local government in the South African context, competency in policy conceptualization, analysis and implementation.

- BComm Degree qualification in the fields of Accounting, Finance or Economics;
- or equivalent (financial management) at NQF Level 7;
- Extensive knowledge of the Local Government: Municipal Finance Management Act of 2003, National Treasury Regulations and all other related legislation, policies and regulations;
- Minimum of five (5) years' experience middle management levels preferably in Local Government;
- Compliance with all the requirements as contained in the Municipal Regulations on Minimum Competency levels, Gazette No. 29967 of 15 June 2007; i.e. South African Qualifications Authority Qualification ID No. 48965 for Chief Financial Officers of municipalities, e.g. CPMD, MFMP, etc. 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;
- Ability to compile Municipal Budget and Annual Financial Statements;
- Knowledge and understanding of computerised Financial Systems, Spreadsheets, Databases and Word Processing;
- A valid driver's license and own motor vehicle to execute duties;
- Knowledge of mSCOA;

D. Key Performance Areas (KPA's):

- Perform all delegations by the Accounting Officer in terms of the MFMA, and any other duties or functions that may be assigned by the Accounting Officer;
- Ability to compile the Municipal Budget and Annual Financial Statements and control all the municipality's Bank Accounts;
- Managing, planning, organising, coordinating, directing and controlling activities of staff at the Budget and Treasury Office, as well as Supply Chain Management unit;
- Contribution to strategic planning and budget alignment and reporting to management team;
- Development of MTREF in line with the requirements of the MFMA accommodating all departments/units;
- Develop and implement a budget spent management system to monitor the budget to prevent over or under expenditure; Establish functional debt management and billing units to promote financial sustainability of the municipality;
- Implementation of the MFMA Implementation Plan and instil compliance with MFMA to uphold the credibility of the municipality by enabling the municipality to obtain unqualified audit report;
- Establish and manager a functional Supply Chain Management unit in line with National Treasury Regulations to instill compliance with MFMA Regulations;



THEMBELIHLE

*Incorporating the towns of Strydenburg and Hopetown
Northern Cape Province, Republic of South Africa*

**LOCAL MUNICIPALITY
PLAASLIKE MUNISIPALITEIT
U-MASIPALA WASEKUHALENI**

✉ Private bag X3 HOPETOWN 8750
Church Street HOPETOWN 8750

☎ (053) 2030005/8

Fax (053) 2030490

www.thembelihlemunicipality.gov.za

- Establish an updated Asset Register and the corresponding asset management policy and procedure to enforce compliance with and implementation of GRAP;
- Implementation of inventory requisition system to monitor inventory and ensure that the annual stock counts are conducted;
- Facilitate insurance management by incorporating insurance management system to control claims and develop corresponding policy;
- Compilation of all financial policies and procedures to ensure sound and sustainable financial management;

Please Note: No late or faxed applications will be considered. Candidates are required to complete the prescribed "Annexure C" application form as per Regulations on Appointment and Conditions of Employment of Senior Managers Government Notice 21 in Government Gazette 37245 dated 17 January 2014 which is obtainable from the internet at www.gpwonline.co.za, or on the Municipal Website; www.thembelihlemunicipality.gov.za (failure to do so will result in the candidate being disqualified). Short-listed candidates will be subjected to security vetting/screening, verification of qualifications and employment history/reference check and competency assessment and should disclose financial interest. Thembelihle Municipality reserves the right to nullify or cancel an employment contract and recover all costs incurred by the municipality including remuneration, advertisement, etc., should it be discovered that the successful candidate submitted false or insufficient information which resulted to the contravention of the provisions of Municipal Council Policies, Municipal Systems Amendment Act No. 7 of 2011 or any other relevant legislation.

If you meet the stated requirements, a detailed CV, certified copies of academic qualifications, Identity Document and Driver's License (certified copies must not be older than 3 months) should be addressed to **The Municipal Manager, Thembelihle Municipality, Private Bag X 3, or hand delivered at Church Street, Registry Office, Thembelihle Municipality,**

Enquiries: Mr. VJ Mpamba (Acting Corporate Services Manager) @ 0532030056/1 during office hours (07:30 – 16:30)

Closing Date: 4 May 2018

If no communication has been received from us within three (3) months after the closing date, please consider your application not successful. The Municipality reserves the right to appoint or not appoint any person.