

MBIZANA LOCAL MUNICIPALITY

Physical Address
51 Main Street
Postal Address
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Bizana
4800



Corporate Services Office
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EXTERNAL ADVERTISEMENT

Mbizana Local Municipality is a category 2 Municipality within the Province of Eastern Cape, invites applications from suitable qualified dynamic and mature candidates whose background and experience match the position. The Mbizana Local Municipality is also committed to affirmative action and provision of Employment Equity Act 55 of 1998 and it seeks to appoint a highly-motivated visionary and self-starter to the following position:

POST : **CHIEF FINANCIAL OFFICER**
DEPARTMENT : **BUDGET AND TREASURY OFFICE**
CONTRACT : **Five (5) year fixed term performance based employment contract**

Total Remuneration Package:

- **Total Remuneration Package: Minimum: R 768 305.00**
- **Total Remuneration Package: Midpoint: R 878 063.00**
- **Total Remuneration Package: Maximum: R 987 820.00**

REMUNERATION : All inclusive remuneration package will be paid.

Appointment to the position of the Chief Financial Officer will be on a fixed-term performance-based contract in terms of Section 54A, 56 and 57 of the Local Government: Municipal Systems Act, Act 32 of 2000, as amended, read together with the Local Government: Municipal Performance Regulations, 2006 and the Local Government: Municipal Finance Management Act: Municipal Regulations on Minimum Competency Levels of 2007.

KEY REQUIREMENTS

- A Bachelor Degree in Accounting, Finance or Economics;
- Certificate in Municipal Finance Management (SAQA qualification ID No. 48965) commonly known as CPMD/MFMP/ELMDP as an added advantage;
- A minimum of five (5) years' experience at middle management level;
- Proven successful financial management experience;
- Good knowledge, understanding and experience of the local government finance environment;
- Good knowledge and understanding of institutional governance and performance management systems;
- Good knowledge of the South African local government system;
- Good knowledge and interpretation of key Local Government legislation and policy.
- A valid Code B Driver's License.

KEY PERFORMANCE AREAS

Reporting to the Municipal Manager, the incumbent shall be expected to:

- Ensure the implementation of Generally Recognized Accounting Practices (GRAP) Standards;
- Responsible and accountable for performance in all five (5) Key Performance Areas for Local government;
- Provide strategic leadership in the Budget and Treasury Office of the Municipality;
- Develop and continually evaluate short and long term strategic financial objectives whilst ensure budgets that are consistent with the IDP of the municipality;
- Ensure credibility of financial reporting by providing timely and accurate analysis of budget, financial trends and forecasting;
- Meet all the financial reporting requirements as prescribed in the MFMA and other laws;
- Providing technical support during the preparation of the Municipality's IDP and SDBIP for effective performance;
- Implement appropriate controls for ensuring controlled expenditure and enhanced cost effectiveness;
- Manage the municipal budgeting planning processes;
- Responsible for financial performance management, supply chain management systems and be a link with External Auditors;
- Develop and implement appropriate mechanisms for revenue collection and control of expenditure;
- Ensure proper management of departmental staff and staff training and development;
- Taking necessary measures to prevent fraud and corruption;
- Act with fidelity, honesty, integrity and in the best interest of the municipality;
- Assist the Accounting Officer with other roles and responsibilities delegated to the Chief Financial Officer in terms of legislation and policy.

OTHER KEY REQUIREMENTS

- Qualifications and SA citizenship checks will be done on all short-listed candidates
- Security vetting will be done
- Competence assessments will be done
- Applications must be submitted on the Prescribed Annexure C forms of government Gazette No. 37245 dated 17 January 2014. The application form can also be obtained from the municipal website www.mbizana.org.za or www.gpwonline.co.za
- Attach to a fully completed application form the following: Covering letter, detailed CV, certified qualification certificates, certified ID copy and Driver's license.
- DD NAIDOO MUNICIPAL MANAGER

IMPORTANT NOTICE TO APPLICANTS

- No late applications will be considered;
- No faxed or e-mailed applications will be considered;
- Should there be no correspondence from the Municipality within 30 working days after the closing date, kindly consider your application to be unsuccessful.

CLOSING DATE : Friday, 15th June 2017 at 15H30

ENQUIRIES : Senior Manager: Corporate Services at 039 2510230 during office hours

CANVASSING OF COUNCILLORS AND OR OFFICIALS WILL DISQUALIFY YOUR APPLICATION; THE MUNICIPALITY RESERVES THE RIGHT NOT TO FILL THIS POST.

MUNICIPAL MANAGER: Mr. L. MAHLAKA

Signature: _____ Date: _____ May 2017