



VACANCIES

01 MAMPOI STREET, OLD PARLIAMENT BUILDING, PRIVATE BAG X810, WITSIESHOEK 9870, SOUTH AFRICA ☎: +27 (58)-718 1036 / 89 📠: +27 (58)713 2408 ✉: loraine.fm@lg.fs.gov.za

Thabo Mofutsanyana District Municipality, with its seat in Phuthaditjhaba, Free State Province, subscribes to the principle of Employment Equity Act, hereby invite suitable candidates to apply for the following advertised position.

CHIEF FINANCIAL OFFICER

The appointment of the Chief Financial Officer is for a period of 5 years fixed term contract as determined by Section 57 of the Municipal Systems Act, No 32 of 2000

The above appointment will be made in compliance with the provisions of sections 56 & 57 of the Local Government: Municipal Systems Amendment Act 7 of 2011

Remuneration: Min: R768 305 Mid: R878 063 Max: R987 820

to be determined by experience and competence as per prescribed legislation.

Please note that the Minimum Competency Requirements for The Chief Financial Officer is as prescribed in Local Government: Municipal Regulations on minimum Competency Levels, 2007, issued in terms of the Municipal Finance Management Act, as published under Government Notice No. 493 in Government Gazette No. 2997 of 15 June 2007.

Requirements: A Bachelor's degree or B.Tech in Accounting/NQF Level 7; Certificate in Municipal Financial Management Programme as prescribed by National Treasury, Government Gazette No 29967 dated 15 June 2007 or Equivalent Qualification;

Added Advantage: A post-graduate degree or relevant NQF Level 7 qualification and registration with a relevant professional body will also serve as a strong recommendation

Other requirements: The appointed candidate must be in possession of a suitable vehicle for proper performance of his/her functions and discharge of duties; Willingness to work irregular hours with extensive travelling; Compliance with limitation of political rights as contained in Municipal Systems Amendment Act, No 7 of 2011.

Experience: A Minimum of (5) five years work-related experience at Senior Management level in Local Government Finance and proven successful institutional transformation within public or private sector.

Knowledge: Comprehensive knowledge and understanding of Municipal Finance Management Act, Treasury regulations and other legislation including proven experience in its application; Good practical knowledge of Municipal Property and relevant regulations; Knowledge of GRAP (Generally Recognised Accounting Practices); Track record in preparations and management of strategic plans, business plans and budgeting; An excellent track record in the implementation and maintenance of sound financial system; The ability to work under pressure; Computer literacy;

Required Knowledge, Skills and Competencies

- Strategic leadership and management
- Strategic financial management
- Operational financial management
- Financial and performance reporting
- Risk and change management;
- Project Management;
- Legislation and policy implementation;
- Audit and Assurance
- Supply Chain Management;
- Governance, ethics and values in financial management

Key Responsibilities:

- Reporting directly to the Municipal Manager, the successful candidate will:
- Provide advice to the Municipality regarding all aspects falling within his/her scope of work and carry out decision
 - Be responsible and accountable for the management of the Financial Services Department regarding to Policy making, Organising, Financing, Personnel Management, utilisations and discipline
 - Be responsible for Government Management and control
 - Advice Council, Mayoral Committee, Accounting Officer and Senior Management on the exercise of powers and duties assigned to the accounting officer in Terms of MFMA.
 - Supervise and execute powers over the recording of financial transactions to ensure that all financial transactions are accounted for
 - Ensure implementation of GRAP Standards
 - Prepare Annual Financial Statements
 - Compile the Budget according to MTREF Standards
 - Supervise and control over financial aspects of capital projects (financing, loan approvals, borrowing powers)
 - Be responsible for assets register
 - Ensure the development and implementation of strategies that have measurable positive impact on financial performance
 - Be responsible and accountable for all income, expenditure, assets and discharge of all liabilities of the municipality.

DIRECTOR COMMUNITY SERVICES

The appointment of the Director: Community Services is for a period of 5 years fixed term contract as determined by Section 57 of the Municipal Systems Act, No 32 of 2000

The above appointment will be made in compliance with the provisions of sections 56 & 57 of the Local Government: Municipal Systems Amendment Act 7 of 2011

Remuneration: Offer of remuneration will be determined by competence in line with the guidelines as set out in Notice 613 published in the Government Gazette No. 40118 of 4 July 2016. Grade 3 Municipality

Remuneration: Min: R768 305 Mid: R878 063 Max: R987 820

to be determined by experience and competence as per prescribed legislation.

Requirements: Bachelor Degree in Social Sciences / Public Administration / Law, or equivalent; Computer literacy, a Code EB driver's license

Experience: At least 5 years relevant experience at middle management level, and have proven successful institutional transformation within public or private sector;

Knowledge: The ability to communicate and negotiate with all the relevant role-players; the ability to provide strategic and innovative leadership; knowledge of the Local government environment would be an advantage; good knowledge and understanding of relevant policy and legislation; Good knowledge and understanding of institutional governance systems and performance management; Understanding of council operations and delegation of power, as well as Health service management
Cemetery management
Parks and Recreation management

ADDED ADVANTAGE:

- Registration with the South African Council for Social Service Professionals (SACSSP), or similar recognised relevant professional body
- Postgraduate qualifications will be an added advantage
- Municipal Finance Management Programme Certificate

REQUIRED KNOWLEDGE, SKILLS AND COMPETENCIES

- Strategic leadership and management
- Strategic financial management
- Operational financial management
- Financial and performance reporting

Key Responsibilities: Reporting direct to the Municipal Manager, the successful candidate will

Reporting directly to the Municipal Manager, the successful candidate will:

- Provide advice to the Municipality regarding all aspects falling within his/her scope of work and carry out decisions
- Develop, implement and manage strategic goals, policies, procedures and plans for his/ her department and give advice thereon
- Provide Sports, Arts and Culture, Disaster Management, including Municipal Health Services
- Manage HIV/AIDS and people with Disabilities services. Update delegated powers and policy matters relating thereto
- Update statutes and council by-laws
- Compile the Departmental Budget according to MTREF standards
- Be responsible for Governance management and control

PLEASE NOTE:

1. Applications are invited from all suitable candidates by submission of a covering letter clearly identifying the position for which you are applying for together with your application form, CV, qualifications and all other documents that would help in making a decision.
2. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach the proof thereof. Fraudulent qualifications, information or documents will disqualify any applicant
3. All applicants must fill in the Application form for Employment: Annexure C of Government Gazette no 37245 dated 17 January 2014. This application form can be obtained on our website www.thabomofutsanyana.gov.za or online at www.gpwonline.co.za. **No applications will be considered if it is not on the official application form.**
4. Shortlisted or recommended candidates will be subjected to Competency Based Assessment over 2 days prior to appointment and be subjected to security vetting
5. The appointed candidate will be expected to sign an Employment Contract on or prior to the assumption of duty; a Performance Agreement (60 days after appointment and 30 days within the new financial year) and disclosure of financial interest.
6. Canvassing will automatically disqualify a candidate.
7. The appointed candidate will be based in Phuthaditjhaba, Qwaqwa. Council reserves a right to place and move candidates anywhere in the municipality.
8. Correspondence will only be entered into with short-listed candidates. If you do not hear from the Municipality within 3 months of closing of these advertisements, please accept that you have not been considered for appointment..

ALL APPLICATIONS MUST BE ADDRESSED TO:

The Municipal Manager
Thabo Mofutsanyana District Municipality
Private Bag X 810,
WITSIESHOEK, 9870

Or

Handed in at the office of the Municipal Manager, Room G 01, Old Parliament Building, during office hours.

Enquiries: The Municipal Manager, Me Takatso Lebonya at Tel: 058 718 1089/36

Closing Date: 10 May 2017 @16:00

**MUNICIPAL MANAGER
ME TPM LEBONYA**