

CITY OF MATLOSANA

POSITION DIRECTOR: BUDGET AND TREASURY OFFICE (CFO) **- 5 YEAR FIXED TERM CONTRACT**

To be stationed at Klerksdorp

Salary

Total remuneration package R1 188 638 (minimum) / R1 415 047 (midpoint) / R1 596 747 (maximum) per annum as in terms of the Local Government: Municipal Systems Act (32 of 2000): Upper Limits of Total Remuneration Packages Payable to Municipal Managers and Managers Directly Accountable to Municipal Managers, of Government Gazette No. 43122 dated 20 March 2020.

Minimum Qualifications and Requirements

- At least a Post Graduate Degree in the fields of Accounting, Finance, Economics or Chartered Account (SA) and registered on the National Qualifications Framework at (NQF level 8) with a minimum of 120 credits.
- Certificate in Municipal Finance Management or Certificate Program in Municipal Development (CPMD) in line with minimum regulations on competency level of 2007
- Computer literacy covering all applications
- A valid driver's license
- The need for signing of an employment contract, a performance agreement and disclosure of financial interest
- The need to undergo security vetting
- The need to undergo competency assessment test
- **NO** criminal record
- Registration with professional body will be added advantage

Years of experience

- Minimum of 5 years
- experience at middle management level at least 2 years of which must be at senior management level
- Have proven successful institutional work-related experience
- Local Government experience will be an added advantage

Minimum Knowledge

- Advanced knowledge 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 and
- 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-depth practical knowledge and understanding of the MFMA, GRAP, GAMAP, DORA, Treasury regulations, Municipal policies and By-laws

- Ability to communicate and negotiate at all levels of government and with all relevant stakeholders.

Leading Competencies

- Strategic Direction and Leadership - Impact and Influence; Institutional Performance Management; Strategic Planning and Management and Organisational Awareness
- People Management - Human Capital Planning and Development; Diversity Management; Employee Relations Management and Negotiation and Dispute Management
- Program and Project Management - Program and Project Planning and Implementation; Service Delivery Management; Program and Project Monitoring and Evaluation
- Financial Management - Budget Planning and Execution; Financial Strategy and Delivery and Financial Reporting and Monitoring
- Change Leadership - Change Vision and Strategy; Process Design and Improvement and Change Impact Monitoring and Evaluation
- Governance Leadership - Policy Formulation; Risk and Compliance Management and Cooperative Governance

Core Competencies

- Moral Competence
- Planning and Organising
- Analysis and Innovation
- Knowledge and Information Management
- Communication
- Results and Quality Focus

Key performance areas

- Provides strategic financial management direction, advice, and leadership to the Budget and Treasury Office and the 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.
- Provides strategic direction to the financial planning and budgeting process within the municipality, and ensure that the strategic plan is consistent with the MTEF, MFMA and Treasury Regulations.
- Compilation and timely submission of accurate information in accordance with prescribed standards and formats.
- Ensure effective revenue collection systems that are consistent with the Municipal Systems 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 utilisation of budgets within the organisation.
- Reports directly to the Municipal Manager.

CLOSING DATE: 10 MAY 2022

Please note that no application without certified copies and other relevant documents will be considered.

If interested, you are requested to submit a completed **Prescribed Application Form** and detailed **Curriculum Vitae and originally certified certificates** to the Performance Management Unit, Room 301, 3rd Floor, Civic Centre, OR Tambo Avenue, Klerksdorp. The prescribed application form is available on Matlosana's municipal website (www.matlosana.gov.za).

Alternatively, the completed **Prescribed Application Form** and **Curriculum Vitae** may be mailed to: Performance Management Unit, P.O. Box 99, Klerksdorp, 2570 or e-mailed to cvanrensburg@klerksdorp.org.

Enquiries can be made with Mr. OC Powrie (Performance Manager) at 018 487 8527. Suitably qualified and/or experienced persons with disabilities are encouraged to apply.

If you have not been contacted by the City of Matlosana within three months of the date of closure, you may accept that your application has been unsuccessful.

Applications not made on the PRESCRIBED APPLICATION FORM or without certified copies of original documentation will not be considered. Your application will be subject to a screening process as prescribed in the section 14 of the Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers No 37245, dated 17 January 2014

Costs incurred for attending an interview will be for the candidate's own account.

Cost for travel and subsistence for attending competency assessment testing will be for the candidate's own account.

The City of Matlosana is an Equal Opportunity Employer.

Civic Centre
P.O. Box 99
KLERKSDORP
2570

TSR NKHUMISE
MUNICIPAL MANAGER

Notice No. 26/2022