

KOUKAMMA MUNICIPALITY



Publication Date: 20 October 2023

Koukamma Municipality, a Category B Grade 1 Municipality, which subscribes to the principles of affirmative action and whose head offices are situated at Kareedouw, invite applications from suitably qualified persons, and preferably from designated groups, for appointment to the following position:

Post: CHIEF FINANCIAL OFFICER

(Ref no: HR2022/27)

PERMANENT

SALARY SCALE: MINIMUM R 852 108, MIDPOINT R 946 787, MAXIMUM R 1 041 465

Minimum Requirements:

- A Degree/ Diploma or equivalent academic qualification in Financial Management Accounting. A post graduate degree/ diploma in the relevant field will be an added advantage ; Extensive knowledge and experience of Local Government legislation in particular MFMA, Division of Revenue Act and Treasury Regulations ; Extensive knowledge and experience of Local Government Environment, especially Financial and Supply Chain Management disciplines and reporting requirements ; Ability to provide guidance in strategic planning processes and securing financial resources to fund IDP ; Ability to provide sound technical advice on the performance of the departmental financial system to the Accounting Officer and other Heads of Departments ; A minimum of 5 years' experience in Senior Management, preferably Local Government is a requirement; Code 08 Driver Licence; A certificate in Municipal Financial Management Programme (MFMA) or Certificate Programme in Municipal Development (CPMD) is a requirement in terms of the Minimum Competency Requirements Of National Treasury Regulations.
- **Certificate in Municipal Financial Management (CPMD) (SAQA Qualification ID No.48965) for Senior Managers of Municipalities, as provide for Regulation No. 40593. Municipalities were granted exemption from Regulation 15 and 18 of Government Gazette 29967, under Notice No.40593 of 3 February 2017, subject to conditions of compliance with minimum competency levels within 18 months of date of employment.**

Responsibilities:

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

- Develop, implement and maintain appropriate mechanisms to timeously respond to the changing needs for financial information, the interpretation thereof and the rendering of technical advice to the accounting officer or heads of departments.
- Ensure that the financial resources and the assets of the Municipality are utilised effectively and economically to realise the objectives of the IDP.
- Provide technical advice to Heads of Departments to ensure the equitable allocation, maintenance and utilisation of resources in line with the strategic objectives municipality, legislative imperatives and good governing principles.
- Ensure compliance with the provisions of the Municipal Finance Management Act, Division of Revenue Act and Treasury Regulations.
- Meet the reporting requirements and standards set in terms of MFMA, DORA and financial statements.

- Ensure adequate internal financial control arrangements and systems for the Accountable delegation of financial powers, assets security, monitoring and evaluation, early warning and timeous corrective action.
- Assist the Accounting Officer by applying cost benefit analysis principles ensuring value for money.
- Oversee the budgetary process within the Municipality, exercise budgetary control and provide early warning arrangement at a strategic level.
- Develop and facilitate the implementation of Supply Chain Management Systems consistent with legislative and other good governance arrangements.
- Oversee the rendering of diverse HR Management, Labour relations and HR Development services within the Finance department

Key Competencies

- The following competencies as prescribed in the National Treasury Minimum Competency Framework and the DPLG Performance Regulations for Senior Managers are essential
- Strategic Leadership and Management; Operational Financial Management; Grievance, Ethic and Values in Financial Management
- Financial and Performance Reporting, Risk and Change Management; Project Management; Legislation and Policy Implementation, Stakeholder Relations, Supply Chain Management, Knowledge Management, Service Delivery Innovation
- Problem Solving and Analytic Thinking, People and Diversity Management, Client Orientation and Customer Focus
- Excellent Verbal and Communications Skills, Advanced Negotiation Skills
- Interpretation of and implementation of legislation and national policy framework
- Knowledge of Developmental Local Government
- Knowledge of Performance Management and Reporting
- Audit and Assurance

NB: Please note that shortlisted candidates will be subjected to a vetting process. By virtue of applying in this Senior Management position, you are agreeing to background checks being performed.

In terms of the Local Government Municipal Systems Amendment Act, 2022: Section 71B, (1) A staff member may not hold political office in a political party, whether in a permanent, temporary or acting capacity.

DIRECTIONS TO CANDIDATES:

Applications **MUST** be submitted on the prescribed application form, obtainable from our website at: www.koukammamunicipality.gov.za, it can also be requested from our Human Resources Department at 042 288 7226. Also refer to our Human Resources Department for enquires (Mrs Nadia Stokwe). Forward your application to: The Municipal Manager, Koukamma Municipality, Private Bag X011, Kareedouw 6400 or hand-deliver to Municipal Offices at No. 5 Keet Street, Kareedouw 6400. Applications must be accompanied by a comprehensive CV with certified copies of qualifications, identity documents, driver licence and any other relevant documents (Not older than three (3) months.) **No faxed** applications will be accepted. Online applications can be submitted on the website. Failure to supply the required information will disqualify an applicant. Canvassing for appointment is strictly prohibited and any confirming evidence thereof will disqualify the applicant. Correspondence will **ONLY** be entered into with shortlisted candidates. If you do not receive notification regarding your application within one month of date of closing, please accept that your application was unsuccessful. The municipality reserves the right not to make any appointment.

Closing Date: 08 November 2023



S TINI
(Acting Municipal Manager)