

EMALAHLENI LOCAL MUNICIPALITY



Emalahleni Local Municipality hereby invites applications from committed, self-driven, motivated, service delivery-orientated and high performance professionals / practitioners who want to build careers in the areas of specialization mentioned herein through rendering high quality services within the Emalahleni Local Municipality.

RE - ADVERTISEMENT

POSITION: CHIEF FINANCIAL OFFICER

This position is a five (05) years term contract which is based in Emalahleni Head Office. The incumbent will be subjected to signing an employment contract, a performance agreement, disclosure of financial interest and undergo security vetting.

REMUNERATION: As per Government Gazette No 43122 of 20 March 2020 on the determination of upper limits of total remuneration package payable to municipal managers and managers directly accountable to municipal managers.

R1 188 638 (minimum); R1, 415 047 (midpoint) and R1, 596 747 (maximum).

REQUIREMENTS: NQF Level 7 in fields of Accounting, Finance or Economics or Chartered Accountant (SA), Minimum of 7 years at management level, of which at least 2 years be at senior management level, Must have completed Municipal Finance Management Programme (MFMP).

KNOWLEDGE, SKILLS AND PERSONAL ATTRIBUTES: Good knowledge and understanding of relevant policy and legislation *Good knowledge and understanding of institutional governance systems and performance management *Good knowledge of financial management, including: revenue management; supply chain management; Budgeting; Good management of expenditure and financial reporting* Good knowledge of supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000) *Good governance *Knowledge of coordination and oversight of all specialised support functions

CORE MANAGERIAL & OCCUPATIONAL: *Programme and Project Management *Financial Management *Service Delivery Management *Problem Solving Management *People Management & Empowerment *Client Orientation & Customer Focus *Communication *Competence in Self-Management *Knowledge of Performance Management & Reporting *Willingness to work irregular hours*A strategic thinker who possess leadership qualities with strong general management skills, with ability to develop and formulate policy, procedures and systems *Understanding the transformation challenges and change management *Well developed conflict resolution, negotiation and communication skills and computer literate *Resource management skills *Financial and budgeting skills *Ability to manage performance *The ability to identify and develop opportunities to the benefit of the municipality *A foresighted developmental strategist on practical ordinary and intelligence security issues *Sensitivity for the political and strategic objectives of government, especially local government will be an added advantage.

KEY PERFORMANCE AREAS: The successful candidate will be responsible to lead, direct and manage staff within the Finance directorate so that they are able to meet their departmental and organizational objectives. *Ensuring compliance with the Municipal Finance Legislation and Regulations. *Integrating the financial management system of the municipality. *Manage all financial functions; analysis and interpretation of financial costing information to identify trends, make forecasts and recommendations. * Plan, direct and co-ordinate the planning and preparation of annual and long-term capital and operating budgets and submit these to management and Council for approval * Ensure that Management Accounts and other financial data are available on an accurate,

concise and up-to-date basis. *Development and maintenance of effective and efficient systems of financial and risk management and control. *Compliance with MFMA and other statistical returns; Asset & Liability Management; Revenue Management; Expenditure Management; Salaries; Monthly budget statement *Responsibilities include inter alia estimates and budgeting, income control, expenditure control, credit control, insurance, grants, loans and indigent relief administration services.

Interested candidates should fill in the application form which can be downloaded from our website at www.emalahleni.gov.za indicating the position they are applying for, comprehensive CV, certified copies of qualifications and ID document. Shortlisted candidates will be subjected to suitability checks including qualifications, employment records, criminal records, company ownership/directorship and reference checks. Applications not accompanied by the required documentation will not be considered.

Please send your **CV together with certified copies of your qualifications**, to the Municipal Manager, P.O. Box 3, Witbank 1035, or submit your CV at

**Administration Building
Civic Centre**

President Street

Witbank

1035

If no response is received from Emalahleni Local Municipality within 60 days after the closing date, it must be regarded that your application has not been successful.

PLEASE NOTE: THAT NO FAXED OR E-MAILED APPLICATIONS WILL BE CONSIDERED AND THAT APPLICATIONS RECEIVED AFTER THE CLOSING DATE WILL NOT BE ACCEPTED

CLOSING DATE: 23 August 2021

ENQUIRIES: Municipal Manager

MR. HS Mayisela

Tel. no.: (013) 690 6537/6358/6227

PLEASE NOTE THAT THOSE WHO APPLIED PREVIOUSLY NEED NOT TO APPLY AGAIN, PREVIOUS APPLICATIONS WILL BE CONSIDERED

**HS MAYISELA
MUNICIPAL MANAGER**