

Ubuntu Municipality



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ubuntu • ithemba • izithethe
humanity • hope • heritage*

CHIEF FINANCIAL OFFICER

(5-YEAR FIXED TERM CONTRACT)

Total Remuneration Package:

Minimum: R726,954 p.a. Midpoint: R816,803 p.a. Maximum: R906,651 p.a.

NB:

1. Applications must be submitted on the **ANNEXURE C APPLICATION FORM FOR SENIOR MANAGERS** obtainable from www.ubuntu.gov.za
2. Shortlisted applicants will be required to have their qualifications verified and undertake a competency assessment in line with Regulation 16 of Government Gazette No. 37245
3. The successful candidate will be based in the Ubuntu Municipality and sign an Employment Contract, Performance Agreement, disclose financial interest and be subject to security vetting.

REQUIREMENTS:

Amongst the requirements of being an innovative, self-driven and articulate individual with competency to create a sustainable legacy of service delivery and spatial planning excellence in the Ubuntu Municipality, the following are also expected from a successful candidate:

- B – degree or equivalent in Commerce, with Accounting and Auditing as major subject
- 5 years' middle management experience. Preference will be given to local government experience
- Membership of a recognised accounting body e.g. CIGFARO/IMFO
- Extensive knowledge in Accounting and Auditing
- Knowledge of local government legislation
- High level of computer literacy
- High level of competency in municipal billing financial systems.
- A Certificate in Municipal Financial Management (SAQA Qualification ID No. 48965);
- A minimum of five (5) years of experience at middle management level preferably in Local Government;
- Applicants must possess core managerial and occupational competencies contained in Regulation 26 of the Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers, 2006;

- Applicants must meet the minimum competency levels as per National Treasury Regulation R493 in the Government Gazette No. 29967 dated 15 June 2007;
- Personal attributes of integrity, honesty, maturity, courtesy, transparency and commitment to ensure progressive democratic and accountable governance that delivers sustainable and efficient services;
- Transformational and developmentally driven managerial experience based on thorough knowledge of complex local government statutory framework and functional challenges to ensure service delivery excellence that will maximize a climate conducive to promotion of improved economic development;
- Good knowledge and understanding of:
 - relevant policy and legislation;
 - municipal infrastructure planning, construction and maintenance systems and performance management;
 - service delivery imperatives, development and town planning services;
 - legislative, regulatory, standards, policy, practices and operating standards compliance imperatives;
 - supply chain management regulations and relevant legislation;
 - Occupational Health and Safety Act, applicable regulations and other related prescripts;
 - Municipal Infrastructure Grant implementation and compliance processes;
- Proven track record of outcome oriented leadership style;
- Five (5) years experience at middle management level or as programme /project manager and 3-4 years must be at professional / management level engineering management experience
- Certificate of competency as required in terms of the General Machinery Regulations, 1988 or registration with a recognised relevant engineering professional body will serve as an added advantage
- Valid motor vehicle drivers' license.
- Proven ability to negotiate and communicate at all spheres and levels of Government and
- A municipal infrastructure and town planning background will be an added advantage.

Competencies: Must possess the minimum competencies as prescribed under Local Government Municipal Regulations on Minimum Competency levels, 2007 issued in terms of the MFMA as published under Government Notice no 493 in Gazette 29967 of 15 June 2007.

Responsibilities:

- Ensure the effective and efficient functioning of the Municipality at strategic and operational level
- Managing the finances of the Municipality
- Providing timely and materially accurate, relevant, complete and suitably presented financial results and trends with interpretive professional advice
- Making contributions to the financial aspects of the strategic planning process
- Ensure that internal financial targets are fully consistent with the strategic plan
- Establish and maintain systems of internal control, complying with the prescribed norms
- Implementation and management of internal controls in accordance with the MFMA and National Treasury regulations
- Maintaining complete and accurate accounting record systems of the financial affairs of the Municipality
- Responsible for the annual budget and financial statements, revenue and expenditure management as well as supply chain management
- Advise the Accounting Officer on all financial matters
- Exercise of any other functions allocated by the Municipal Council or the Accounting Officer

General

- Shortlisted candidates will be subjected to a security vetting.
- There will be a peremptory signing of a performance agreement within 60 days after the assumption of duty, and annually within 30 days after the commencement of the new financial year.
- The submission of the original certificates of the academic and the professional qualifications and proof of previous employment prior to or on the date of the assumption of duty will be required.

- The Code of Conduct as stipulated in the Schedule 2 of the Municipal Systems Act 32 of 2000, which will form an appendix to the contract, and the disclosure on the benefits on an annual basis as required according to the Regulations for Section 56 officials, will also apply.
- The successful candidate must have a valid Code B or Code 8 driver's licence.
- Remuneration will be payable in line with the successful candidate's qualification and experience profile.
- Compliance to section 56A of the Local Government Municipal Systems Amendment Act, Act no. 7 of 2011.

Application Instructions: No applications will be considered if it is not submitted on an official application form, Annexure C of the Local Government Gazette No. 37245 dated 17 January 2014, or obtainable from the Website www.ubuntu.gov.za. Applications, together with a comprehensive CV and certified copies of qualifications should be forwarded to the Acting Municipal Manager.

ENQUIRIES:

Enquiries must be directed to Ms Nonceba Mkontwana on 053 621 0026 and/or mmkotwana@ubuntu.gov.za. Interested and appropriately qualified people should address their applications together with a comprehensive curriculum vitae, certified copies of qualifications and names of at least three contactable referees to: **The Municipal Manager, Ubuntu Municipality, Private Bag X329, Victoria West, 7070.**

Alternatively, applications can be hand delivered to the Office of the Municipal Manager at **78 Church Street, Victoria West** or emailed (with all attachments including scanned certified copies) to: recruitment@ubuntu.gov.za

NB! Faxed, incomplete and late applications will not be considered. Canvassing with Councillors and whoever is not permitted and proof thereof will result in disqualification.

CLOSING DATE: 27 JANUARY 2017

The Municipality reserves the right not to make an appointment. Women and people with disabilities are encouraged to apply.

T MAKHOBA
MUNICIPAL MANAGER
NOTICE NO.: