

Ubuntu Municipality



Ubuntu Municipality, with its Head Quarters in Victoria West invites suitably qualified candidates to apply for a five year performance – based contract for the vacant post of the Chief Financial Officer. The Municipality is an equal opportunity, affirmative action employer and subscribes to the principles of employment equity and actively promotes representation in terms of race, gender and disability.

Chief Financial Officer:

Remuneration: Negotiable

Competencies

Strategic leadership and Financial Management, Operational Financial Management, Governance, ethics and values in Financial Management, Financial and Performance reporting, policy conceptualization and implementation, Risk and Change Management, Project Management, Legislation, Supply Chain Management and Audit.

Key requirements:

- Three year B – degree or equivalent in Commerce, with Accounting and Auditing as major subject
- 5 years' senior management experience. Preference will be given to local government experience
- Membership of a recognised accounting body e.g. IMFO
- Extensive knowledge in Accounting and Auditing
- Knowledge of local government legislation
- Knowledge of the financial system will be an added advantage
- **MUST meet the requirements as set out in Government Gazette 29967 dated 15 June 2007 by being in possession of the Certificate Programme in Management Development(CPMD) or Municipal Finance Management Programme(MFMP)**

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 control financial system
- 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
- Advise the Accounting Officer on all financial matters
- Exercise of any other functions allocated by the Municipal Council or the Accounting Officer

General

- There will be a peremptory signing of a performance agreement within 30 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 57 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.
- The advertising cost of this vacancy will be paid by the successful candidate, should he/she withdraw after appointment;
- Compliance to section 56A of the Local Government Municipal Systems amendment act, act no 7 of 2011.

Interested persons are requested to forward a comprehensive CV together with certified copies of qualifications to the **Municipal Manager**.

Closing date: **23 February 2015 at 12h00**

MF Fillis
Municipal Manager
Ubuntu Municipality
Private Bag X329
VICTORIA WEST
7070
Tel: 053 621 0026

- Canvassing for appointment will automatically disqualify an applicant
- If no reply to your application has been received within sixty(60) days of the closing date, you should consider your application as being unsuccessful
- No late or facsimile applications will be accepted
- No applications will be considered without certified copies of the original documents of qualifications.
- Correspondence will be limited to short-listed candidates.

The Municipality reserves the right not to make an appointment.