



Ubuntu Municipality, with its Head Quarters in Victoria West invites suitably qualified candidates to apply for the undermentioned post, in terms of Section 56 (1) (a) (i) of the Local Government: Municipal Systems Act 2000, Act No. 32 of 2000, as amended. 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

Duration: Permanent, Performance based contract in line with legislative prescripts. The suitable Candidate will have to disclose all financial interests, and be willing to be subjected to security vetting.

Remuneration: R685 806 – R855 331

Key requirements:

- 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. IMFO
- Extensive knowledge in Accounting and Auditing
- Knowledge of local government legislation
- Knowledge of the financial system will be an added advantage
- High level of computer literacy.

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 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

- 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.
- 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.

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: Please contact Ms. Nonceba Mkontwana Chief Admin & HR Officer on 053 621 0026

Closing date: **11 March 2016 at 12h00**

Ms. KG Balebi
Acting Municipal Manager
Ubuntu Local 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.