



Mnquma Local Municipality • Corner King and Mthatha Street • Butterworth • 4960
Postal Address: • PO Box 36 • Butterworth • 4960
Tel: (047) 401 2400 • Fax: (047) 491 0195 • www.mnquma.gov.za

EXTERNAL ADVERTISEMENT: VACANT POSITION

**APPLICATIONS ARE INVITED FROM SUITABLE QUALIFIED CANDIDATES FOR THE
FOLLOWING POSITION:**

BUDGET AND TREASURY OFFICE

POSITION	:	CHIEF FINANCIAL OFFICER
DURATION	:	PERMANENT
REMUNERATION	:	AS DETERMINED BY THE APPLICABLE GAZETTE FOR SENIOR MANAGERS-OPEN TO NEGOTIATION TO ATTRACT TOP-TIER TALENT

MINIMUM REQUIREMENTS:

- ❖ Matric or Senior Certificate
- ❖ Bachelor 's degree at NQF Level 7 in the field of Finance, Accounting or Economics.
- ❖ Valid Code B driver's license.
- ❖ Minimum of five (05) years at middle Management Level.
- ❖ Advanced Computer skills (MS Word, MS Excel, MS PowerPoint and MS Outlook).
- ❖ Excellent Communication Skills in at least two of the official Language Xhosa and English.
- ❖ Registration with the relevant professional body would be an added advantage.
- ❖ Must have a Certificate in Municipal Finance Management (MFMA) or Certificate programme in Management Development for Municipal Finance (CPMD) in line with minimum competency requirements as per the National Treasury MFMA Circular NO 60.

COMPETENCIES:

- ❖ Must have report writing and communication skills.
- ❖ Must have core Managerial and Occupational Competencies as prescribed in the performance regulations.
- ❖ Excellent Financial and Supply Chain Management Competencies.
- ❖ Advanced Financial and Performance reporting, Budgeting Revenue and Expenditure Management, Borrowing, Investments, Working Capital and Cash Flow Management.

EXTERNAL ADVERTISEMENT: CHIEF FINANCIAL OFFICER

KNOWLEDGE AND SKILLS:

- ❖ Advanced Knowledge of Local Government Municipal Finance Management Act (MFMA) National Treasury Regulations and other Legislation applicable to Local Government.
- ❖ Advanced understanding of General Recognized Accounting Practice (GRAP) and Key Financial Management/ Government Standards and Performance Objectives.
- ❖ Advanced understanding of Institutional Governance Systems and Performance Management.
- ❖ Advanced understanding of Council Operations and Financial delegations.

KEY PERFORMANCE AREAS:

- ❖ Develop, implement and manage strategic goals, policies and procedures in alignment to the municipality strategic objectives.
- ❖ Effectively manage financial service (budgeting, income, expenditure, Activity-based costing, and supply chain management) through the establishment, implementation and maintenance of a financial management strategy.
- ❖ Responsible for the effective and efficient management of the department.
- ❖ Liaise and interact with individual, role players and agencies on senior level in all three spheres of government.
- ❖ Assist and support the accounting officer with the role and responsibilities delegated to the Chief Financial Officer.
- ❖ Ensure municipal financial viability through management and monitoring of all income and expenditure of the municipality, safeguarding all assets, discharging liabilities of the municipality and proper diligent compliance with Financial Management Act and other prescripts.

INSTRUCTION TO CANDIDATES

Interested candidates must please forward their comprehensive application form, CV, certified ID copies and qualification copies not older than three (03) months for the attention of S. Mahlasela Municipal Manager; P O Box 36, Butterworth, 4960 or hand deliver at office No 1 Corner King and Mthatha Street.

Faxed and emailed applications will not be considered.

For enquiries you can call the HR Office @ 047 050 1122 during office hours.

The closing date is 15 May 2023.

Candidates will be required to undergo screening process where applicable, and will conduct competency assessment.

Mnquma Municipality is committed to the provisions of the Employment Equity Act No 55 of 1998 for the advancement of previously disadvantaged and disabled persons, females and the disabled persons are encouraged to apply.

NB. Only short-listed candidates will be contacted and if you are not contacted within 30 days after the closing date you may regard your application as unsuccessful. The municipality reserves the right to withdraw any of the advertised posts at any time depending on the need.

Issued by:



**S. MAHLASELA
MUNICIPAL MANAGER**