



Umuziwabantu Municipality

Private Bag X1023

Harding

4680

Tel: 039 4333500 Fax: 039 4331208

VACANCY

ADVERT DATES: 12 March 2023 – 07 April 2023

The Umuziwabantu Local Municipality is committed to the achievement and maintenance of diversity and equity in employment, which is non – discriminatory, and based on merit. Suitably qualified persons (*especially females & People living with disabilities are encouraged to apply*) are hereby invited to apply for the following vacancy that will be filled in terms of the Local Government Municipal Systems Act, as amended and applicable Regulations on appointment of Senior Managers in Local Government, Employment Equity Plan and Employment Policy of the municipality.

CHIEF FINANCIAL OFFICER (CFO)	
LENGTH OF EMPLOYMENT	PERMANENT EMPLOYMENT
ALL – INCLUSIVE REMUNERATION PACKAGE (Category Municipality).	02 Between R 859 002 / R 965 171/ R 1, 055 932 p.a. in terms of Government Gazette No. 47538 of 18 November 2022 and/or pending the latest set of regulations.
MINIMUM REQUIREMENTS	<ul style="list-style-type: none"> •Matric or Equivalent Certificate •An appropriate Bachelor Degree in the field of Accounting, Finance, or Economics (<i>registered on the in the national qualifications framework at a NQF level 7 with a minimum of 360 credits</i>) Equivalent Qualification •Certificate in MFMP/CPMD •At least a minimum of 5 years at middle management level and have proven successful Professional accounting or Local Government's finance experience •Good Knowledge and understanding of relevant policy and legislation • Good understanding of institutional governance systems and performance management •Good knowledge of Supply Chain management regulations and Preferential Procurement Policy Framework Act, 2000 (Act No 5. Of 2000). •Registration with a relevant professional body and project management certificate or diploma will be an added advantage • A valid Driving Licence (Code B) and Own appropriate transport.
KNOWLEDGE	<ul style="list-style-type: none"> •Good knowledge and understanding of institutional governance systems and performance management systems. •Good knowledge and understanding on relevant policy and legislation • Good governance. •Good knowledge of supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).
OTHER REQUIREMENTS	<ul style="list-style-type: none"> •Applications must be submitted in the employment application form for Senior Managers (Not Z 83) obtainable from our website: www.umuziwabantu.gov.za. •Shortlisted applicants will be required to bring with original certificates (academic qualifications) when attending interviews and will have their qualifications verified and undergo competency assessments in line with Regulation 16 of Gazette No. 37245, of 2014. •Successful Candidate will be: <ol style="list-style-type: none"> a) Employed permanently (and/or until termination or the retirement age (Age 65), whichever comes first) and in terms of section 56 & 57 of the Local Government: Municipal Systems Act, No. 32 of 2000, as amended (2022).

	<p>b) Required to sign an employment contract, a performance agreement and to disclose any financial interests.</p> <p>c) Subjected to background screening, security vetting, be subjected to competency assessment.</p>
KEY ATTRIBUTES	<ul style="list-style-type: none"> •Strategic Thinking in relation to planning, directing, managing and monitoring financial policies and practices of the Municipality •Ability to lead and control the performance of the municipality's Finance Department generally •Passion for executing monthly financial reconciliations in respect of revenue collection as well as expenditure •Capacity and passion for budget Implementation, Expenditure Management, Asset Management, Payroll Administration, Cash Flow and Revenue Management •Administrative acumen •Decision making acuity •Financial management resourcefulness and leadership resilience •Realistic and tough minded in mapping out the Municipality's future state of financial position.
KEY RESPONSIBILITIES	<ul style="list-style-type: none"> •Plan and prepare budgets and financial documentation in accordance with the prescripts of the MFMA and the Organisations Strategy •To establish and maintain appropriate financial management systems •To establish and maintain appropriate asset management systems •To ensure the utilization of resources in a responsible and sustainable manner •To establish and maintain mechanisms and procedures to meet departmental and Legislative Requirements •Plan and manage computer systems that record and store financial information •To operate in a strategic leadership role and to advise on legal and financial matters •Provide analysis of financial records •Advise on the use of staff and resources •Evaluate the efficiency of work practices and administration •Ensure statutory requirements are met •Ensure Financial Accounts are completed •Ensure all financial reports are completed •Attend to the statutory audit •Regarding financial matters •Effect risk management strategies in the department.

CLOSING DATE: 07 April 2023 at 15h00.

ENQUIRIES : The Director: Corporate Services (039 - 433 3500/15) and/or zmbhele@umuziwabantu.gov.za.

Applicants are hereby advised to apply by filling in the employment application form for Senior Managers obtainable from our website: www.umuziwabantu.gov.za (not Z83 form) and **must also send together with** their Curriculum Vitae together with certified copies of your academic qualifications, Identity Document (ID) and Valid (Code B) Driving Licence to:

recruitment@umuziwabantu.gov.za (scanned PDF documents (completed application form (annexure C), CV and certified copies).

OR

The Municipal Manager
Umuziwabantu Local Municipality
Private Bag X 1023
HARDING, 4680

FOR ATTENTION: THE DIRECTOR: CORPORATE SERVICES

OR

Submit your completed employment application form for Senior Managers, together with your CV and certified copies of your qualifications and ID document and valid (code B) driving licence by hand to:

Umuziwabantu Local Municipality
Corner of Turner and Murchison Street
HARDING, 4680.

PLEASE NOTE: THAT NO FAXED APPLICATIONS WILL BE CONSIDERED AND THAT APPLICATIONS RECEIVED AFTER CLOSING DATE WILL NOT BE CONSIDERED.

NB:

- ✓ Failure to submit documents listed above will result in disqualification.
- ✓ The Municipality will not reimburse candidates for any travelling or accommodation expenses incurred, and interviews will be conducted physically in the Municipal premises, Harding.

Without prejudice and with due respect, correspondence will only be limited to short-listed applicants due to circumstances beyond our control. The Municipality reserves the right not to make any appointment in respect of the advertised posts. Canvassing for this position will lead to disqualification of applications.



MR. W. T. GUMEDE
THE ACTING MUNICIPAL MANAGER
Notice No.: 03 of 2022/2023

We urge all employees, members of Council, clients, members of the public and our suppliers to report any kind of fraud or corruption at Umuziwabantu Local Municipality's Human Resources Unit.