

# EXTERNAL VACANCY ADVERTISEMENT

*Moqhaka Local Municipality with its Head Office in Kroonstad in the Free State Province, invites suitable candidates to apply for the following position.*



**"People's power in action"**

## OFFICE OF THE MUNICIPAL MANAGER RE-ADVERTISEMENT: CHIEF FINANCIAL OFFICER

### (PERMANENT)

**Remuneration package per annum: R 987 238 (Minimum) R 1 124 899 (Midpoint)  
R 1 276 762 (Maximum) all inclusive**

(As determined by notice No: 47538 of 18 November 2022 on upper limits for senior managers for a Category 4 Municipality)

**Center:** Kroonstad, Free State

Reporting to the Municipal Manager, the Chief Financial Officer is a custodian of Revenue Management, Budget and Reporting, Expenditure, Supply Chain Management and Assets Management. In this regard, the position is responsible for overall managing, planning, organizing, coordinating, directing and controlling activities of staff at the Budget and Treasury Office as well as Supply Chain unit.

#### **Minimum Requirements:**

- Bachelor's Degree or B. Tech in Accounting/NQF Level 8
- Certificate in Municipal Financial Management Programme as prescribed by National Treasury, Government Gazette No 29967 dated 15 June 2007 will be an added advantage or attainment of this competency requirement within 18 months in terms of the Treasury Regulations.
- Five years' experience in Middle Management position in Local Government level/ public service
- Extensive knowledge of the Local Government Municipal Finance Management Act 2003, National Treasury Regulations and all other related regulations
- Ability to compile Municipal Budget and Annual Financial Statements and
- Excellent communication and report writing skills
- Knowledge and understanding of computerised Financial Systems, Excel, Database, MS Word and PowerPoint
- A valid driver's license

## **Skills and competencies:**

Strategic leadership and management, Strategic Financial Management. Governance, ethics and values in the public sector. Ability to manage departmental finances and submit necessary reports on a monthly basis. Ability to interact with other people. Report writing and presentation skills. People management and interpersonal skills. Stakeholder's relations. In-depth knowledge of current trends in innovations and practices to be able to analyze and evaluate the feasibility of options and alternatives in the delivery of quality services that comply with statutory provisions. Strategic capacity and leadership. Analytical thinking. Policy conceptualization and implementation. Conflict management, Risk and change management, Mediation skills, Diversity management and Project management.

## **Key performance areas**

- Be responsible for the overall management of the Budget and Treasury office.
- Draft and implement the departmental SDBIP
- Perform all delegations by the Accounting Officer in terms of MFMA, and any other duties or functions that may be assigned by the Accounting Officer of the municipality.
- Managing, planning, organizing, coordinating, directing and controlling activities of staff at the Budget and Treasury Office, as well as Supply Chain Management.
- Contributing to strategic planning and budget alignment and reporting to executive and management team;
- Advise the Accounting Officer on the exercise of powers and duties assigned to the Accounting Officer in terms of the MFMA;
- Assist the Accounting Officer in the administration of the Municipality's bank accounts and in the preparation and implementation of the municipalities budget; and financial statements;
- Advise Senior Managers and other senior officials on the exercise of powers and duties assigned to them in terms of Section 78 or delegated to them in terms of Section 79 of the MFMA
- Perform budgeting, accounting, analysis, financial reporting, cash management, debt management, supply chain management, financial management, review and other duties as may be required in terms of section 79.

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Please note: Due to the large number of applications we envisage to receive applications will not be acknowledged, should you not be contacted within three (3) months of the closing date of the advertisement, please consider your application unsuccessful. Qualifications and SA citizenship checks will be conducted on all short-listed candidates. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach the proof thereof. The municipality subscribes and promotes the principles of employment equity and affirmative action. The Council reserves the right not to make an appointment if, in its view, no suitable candidate could be found. Only candidates who meet the abovementioned competencies will be shortlisted. Candidates should note that some of the above-mentioned competencies may at the discretion of the Council be formally assessed as part of the selection process. Successful candidates will be subjected to competency assessments, qualification verification, security vetting and criminal records checking. On appointment the appointee should not hold any political office in a political party whether in a permanent, temporary, or acting capacity. The successful candidate will be required to sign an employment contract before commencement of duty, a performance agreement contract and disclosure of financial interest within 60 days of appointment.

**This advertisement is subject to Local Government Regulation on the appointment and conditions of employment of Senior Managers 17 January 2014. Interested persons meeting the above-mentioned requirements are requested to complete and submit the Annexure C form as required by the 2014 Local Government Regulation that is accessible on the following website: [www.gpwonline.co.za](http://www.gpwonline.co.za), at the municipal offices and municipal website, together with a comprehensive Curriculum Vitae (CV), certified copies of qualifications and driver's license must be forwarded to the Municipal Manager, Ms. P.H Tshabalala Moqhaka Local Municipality, P.O Box 302, KROONSTAD, 9500 or hand deliver applications at Municipal Building, Hill Street, KROONSTAD, 9500. Faxed, e-mailed and late applications will not be considered. Applicants who previously applied for this position(s) are encouraged to re-apply.**

**Enquiries: Ms. G.D Ramaboea, Tel: 056 216 9411  
Closing date: 29 May 2023**