



Notice no. 15/2023/2024

Metsimaholo Local Municipality is an employment equity employer, looking for suitably qualified persons to fill the under-mentioned posts.

Remuneration: Metsimaholo Local Municipality is a Category 5 municipality in terms of the categorisation by **Gazette No. 48789 of 14 June 2023** and the current upper limits Total Remuneration package applicable is **R1 103 033.00** (minimum) / **R1 297 685.00** (midpoint) / **R1 492 337.00** (maximum) per annum plus 4% remote allowance of the total remuneration package. **The offer of remuneration will be determined by the competencies, qualifications, experience, and knowledge of the candidate considered for appointment.**

Appointment for this position will be on permanent basis. The shortlisted candidates will be subjected to security vetting, qualification verification, reference check, and criminal records checking. Successful candidates will undergo a 2-day' competency-based assessment prior appointment, the incumbents will also be subjected to the signing of Employment Contract on or before assumption of duty, and an Annual Performance Agreement and Disclosure of Financial Interest within 60 days of appointment.

The incumbents will be stationed at Metsimaholo Local Municipality's head office situated in Sasolburg but may be placed anywhere in the jurisdiction depending on operation requirements.

Reporting directly to the Municipal Manager, the appointment will be made in line with section 56(1)(a) of the Local Government Municipal Systems Act 32 of 2000 as amended and relevant Local Government Regulations applicable to the appointment of Senior Managers.

The following requirements and added advantage is applicable to this position:

- South African citizenship or permanent residence
- No criminal record
- Report Writing to Municipal Manager, Committees and Council, Managing the overall departmental performance.
- Computer literacy in MS Office

- Valid driver's license
- Added advantage:
 - A Certificate in Municipal Finance Management as per Government Notice No. R493 of Gazette no. 29967 of 15 June 2007. A person who does not meet the minimum competency levels in unit standards will be given an opportunity to attain the minimum competency levels within 18 months from the date of appointment in line with the provisions outline in Notice no. 1148 in Government Gazette 41996 of 26 October 2018.
 - Registration with a relevant professional body.

Directorate Financial Services

CHIEF FINANCIAL OFFICER

Qualifications and Requirements:

- A recognised bachelor's degree in accounting, Finance, Economics or equivalent at an acceptable tertiary institution OR Chartered Accountant (SA).
- Seven (07) years minimum work-related experience and knowledge at senior and middle management level of which at least 2 years must be at senior management level.

Knowledge

- Strategic financial and Performance management.
- Operational financial management.
- Supply chain management.
- Audit and Accountability
- The Constitutional requirements for local government and local government legislation.
- Local government powers and functions including assignment of national and provincial functions.
- Developmental local government.
- Performance management and reporting.
- Proven ability to communicate and negotiate in all spheres and level of government.
- Good knowledge and understanding of relevant legislation and policies.

Key performance areas

- Perform all delegations by the Chief Financial Officer in terms of MFMA, and any other duties or functions that may be assigned by the Accounting Officer of the municipality.
- Manage and control all financial functions of the municipality which include inter alia the administration of budget, advising the municipal manager on the exercise of powers, and duties assigned to the municipal manager in terms of MFMA.
- Assisting the Accounting Officer in the administration of the municipality's bank accounts and, in the preparation, and implementation of the municipality's budget.
- Advising senior managers and other senior officials in the exercise of powers and duties assigned or delegated to them in terms of Section 78 or 79 of the MFMA.
- Perform duties such as budgeting, accounting, analysis, financial reporting, cash management, debt management, supply chain management, financial management as well as review other duties as may be delegated to him/her by the accounting officer in terms of Section 79 of the MFMA.
- Develop a medium-term financial framework within which Council can operate.
- Provide framework for financial accountability and ensure it is applied effectively.

The incumbents must have the following competencies as per Government Gazette no. 37245 of 17 January 2014:

- Strategic Direction and Leadership.
- People Management.
- Programme and Project Management.
- Financial Management.
- Change Leadership.
- Governance Leadership.
- Moral Competence.
- Planning and organising.
- Analysis and Innovation.
- Knowledge and Information Management.

- Communication.
- Results and Quality Focus.

Applicants must use **annexure C** (Application form) of the 2014 Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers available on the website: www.metsimaholo.gov.za . All applications **must** be on the Prescribed Application Form, and submitted together with a comprehensive CV with at least three contactable references and email addresses of the referees, originally certified copies of qualifications (within 3 months) (It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach the proof thereof), driver's license and identity document which should be directed to: Mr F J Motloun, Acting Municipal Manager, Metsimaholo Local Municipality, P.O. Box 60, Sasolburg 1947. Applications can also be hand delivered at our Head office in Sasolburg 10 Fichardt Street Civic Centre at Human Resources Division, first floor, main building Room 106. Faxed, e-mailed, late applications and applications not made on the prescribed application form will not be considered.

- Canvassing for appointment will automatically disqualify an applicant.
- The person must not be holding any political office in a political party whether in a permanent, temporary, or acting capacity.
- If no reply to your application has been received within 90 days of the closing date, you should consider your application as being unsuccessful.
- The municipality will not take responsibility for information not mentioned in applications.
- Municipality reserves the right not to make an appointment.
- The applicant gives consent that their personal information may be accessed for verification purposes in adherence to the POPI Act.

Closing date for applications is **18 January 2024** at 16:00. Direct your enquiries to Acting Municipal Manager, Mr F J Motloun at 016 973 8313.

Mr F J MOTLOUNG

ACTING MUNICIPAL MANAGER
