



**KAMIESBERG MUNICIPALITY
NOTICE NR: 02/2018**

The Kamiesberg Municipality, with its head office in Garies and part of the B Municipalities of the Namaqua District Municipal Boundaries, invites applications from suitably qualified candidates for appointment on a **five-year fix term contract**, couple to an annual renewable performance agreement in the following vacancy:

CHIEF FINANCIAL OFFICER (CFO)

ANNUAL TOTAL REMUNERATION PACKAGE:

▲ Minimum Total Remuneration Package: R741 423, Midpoint Total Remuneration Package: R823 805, Maximum Total Remuneration Package: R906 184 ▲ A Remote Allowance not exceeding 10% of the Total Annual Remuneration Package may also be paid.

NON-NEGOTIABLE REQUIREMENTS:

▲ At least a NQF Level 7 Qualification in the fields of Accounting, Finance or Economics ▲ Extensive knowledge of the Local Government: Municipal Finance Management Act (MFMA), National Treasury Regulations and all other related legislation, policies and regulations ▲ Minimum of 5 years' experience in middle management levels preferably in Local Government ▲ Compliance with all the requirements as contained in the Municipal Regulations on Minimum Competency levels, Gazette No. 29967 of 15 June 2007, SAQA ID No. 48965 for Chief Financial Officers of municipalities ▲ Newly appointed persons whom are not in possession of this Competency, will be allowed to complete it within eighteen (18) months from the date of employment (as per Government Notice No. 91 of 3 February 2017, as promulgated in Government Gazette No. 40593) ▲ Ability to compile Municipal Budget and Annual Financial Statements ▲ Knowledge and understanding of computerized Financial Systems, Spreadsheets, Databases and Word Processing ▲ A valid driver's license and own motor vehicle to execute duties ▲ Knowledge of mSCOA

KEY PERFORMANCE AREAS (KPA's):

▲ Perform all delegations by the Accounting Officer in terms of the MFMA, and any other duties or functions that may be assigned by the Accounting Officer ▲ Compile the Municipal Budget and Annual Financial Statements and control all the Bank Accounts of the municipality ▲ Manage, planning, organizing, coordinating, directing and controlling activities of staff in the Finance directorate as well as Supply Chain Management ▲ Contribution to strategic planning and budget alignment and provide guidance to the management team ▲ Development of MTREF in line with the requirements of the MFMA accommodating all departments/units ▲ Develop and implement a budget control system to monitor over/under expenditure ▲ Provide consolidated monthly management reports ▲ Establish functional debt management and billing units to promote financial sustainability ▲ Manage relationship with external stakeholders including the office of the AG, Treasury, SARS, creditors and banks ▲ Ensure adequate infrastructure capability and office administration ▲ Build and maintain business intelligence and content management capability ▲ Contribute and formulate creative solution to enhance effectiveness and efficiency in order to maintain and improve the current audit opinion of the Municipality ▲ Good facilitation and communication skills in at least two of the official languages of the Northern Cape.

NB: PLEASE NOTE:

▲ No faxed or e-mail applications will be considered ▲ Candidates are required to complete the prescribed "Annexure C" application form as per Regulations on Appointment and Conditions of Employment of Senior Managers Government Notice 21 Government Gazette 37245 dated 17 January 2014 which is obtainable from the internet at www.gpwonline.co.za, or on the Municipal Website www.kamiesberg.gov.za (failure to do so will result in the candidate being disqualified) ▲ Short-listed candidates will be subjected to security vetting/screening, verification of qualifications and employment history/reference check and competency assessment and should also disclosed financial interests ▲ Kamiesberg Municipality reserves the right to nullify or cancel an employment contract and recover all costs incurred by the municipality including remuneration, advertisement, etc, should it be discovered that the successful candidate submitted false or insufficient information which resulted to the contravention of the provisions of Municipal Council Policies

and/or any other relevant legislation ▲ If no communication has been received from us within 60 days after closing date, please consider your application unsuccessful ▲ The Municipality reserves the right to appoint or not appoint any person ▲ Canvassing for appointment is strictly prohibited and any evidence thereof will automatically disqualify the applicant ▲

If you meet the stated requirements, a fully completed Annexure C Application Form, Detailed Curriculum Vitae, recently certified copies of all qualifications, a recently certified copy of your Identity Document and Driver's License (certified copies must not be older than 3 months) and proof of Competency level, where applicable, must be addressed to:

**THE MUNICIPAL MANAGER
ATT: MR RUFUS BEUKES
KAMIESBERG MUNICIPALITY
PRIVATE BAX X200
GARIES
8220**

Or can be hand delivered at:

**KAMIESBERG MUNICIPALITY
22 MAIN STREET
GARIES
8220**

Enquiries may be directed to the **Senior Human Resource Officer** at **027 652 8000** during office hours between **07:30 – 16:00**.

Closing date: 19 February 2018

**Mr R.C. Beukes
Municipal Manager**

31 January 2018