

CHIEF FINANCIAL OFFICER
(SUBJECT TO CONCLUSION OF PERFORMANCE CONTRACT WITHIN 60 DAYS OF
APPOINTMENT)

REMUNERATION: NEGOTIABLE (TOTAL COST TO THE EMPLOYER)

KEY PURPOSE STATEMENT

Manage the Financial Services Department to ensure effective and efficient utilisation of financial resource of the Municipality within prescribed legislation, policies and regulations.

REQUIREMENTS

- NQF Level 6 qualification in Accounting, Finance and or Economics.
- Minimum five (5) years' experience at Senior Management level in Local Government Finance
- Comprehensive knowledge and understanding of Municipal Finance Management Act, Treasury regulations and other local government primary legislation including a proven record in its application.
- Knowledge of GRAP (Generally Recognised Accounting Practices)
- Knowledge in preparation of strategic plans, business plans and budget compilation
- An excellent knowledge in the implementation and maintenance of sound financial management systems
- The ability to work under pressure
- Computer literacy specifically in excel

FINANCIAL AND SUPPLY CHAIN MANAGEMENT COMPETENCY AREAS

- Strategic leadership and management
- Strategic financial management
- Operational financial management
- Financial and performance reporting
- Risk and change management
- Legislation, policy and implementation
- Stakeholder relations
- Supply chain management
- Governance, ethics and values in financial management
- Audit and assurance

KEY RESPONSIBILITIES:

- Responsible and accountable for overall management of the Financial Services Department.
- Governance, management and control
- Advise the Accounting Officer and Senior Management on the exercise of powers and duties assigned to the Accounting Officer in terms of MFMA
- Supervision and executing powers over the recording of financial transactions to ensure that all financial transactions are accounted for.
- Ensure implementation of GRAP standards
- Prepare Annual Financial Statement
- Compiling the budget as per Treasury requirements
- Supervision and control over financial aspects of capital projects (Financing, loan approvals, borrowing powers)
- Maintenance of the asset register
- Ensure the development and implementation of strategies that have measurable positive impact on financial performance

- Overall responsibility and accountability for all income, expenditure, assets and discharge of all liabilities of the municipality
- Manage supply chain management unit to ensure that procurement is in compliance with Section 217 of the Constitution of RSA

DIRECTIONS TO CANDIDATES

CLOSING DATE: 24 OCTOBER 2011