



SENQU LOCAL MUNICIPALITY

RE - ADVERT

NOTICE NO: 135/2021

POSITION: CHIEF FINANCIAL OFFICER

(Ref no - 4/3/2/1/3)

Senqu Local Municipality, a category 2 municipality that incorporates Lady Grey, Sterkspruit, Barkly East, Rhodes, Rossouw and the environs invites applications from all suitably qualified candidates for the position mentioned above.

TERM: 5 (five) year fixed term performance-based contract

LOCATION: Lady Grey, Eastern Cape

REMUNERATION: The annual total remuneration package payable for the position will be in line with the Local Government: Upper limits of total remuneration packages payable to municipal managers and managers directly accountable to municipal managers (Government Notice No. 351 of 20 March 2020) prescribed for a category 2 municipality. The Municipality intends to apply for a deviation from the prescribed remuneration package.

COMPETENCY REQUIREMENTS:

1. **Minimum education qualification:** Bachelor's Degree in Accounting / Finance / Economics or a relevant qualification registered on the National Qualifications Framework at a NQF level 7 with a minimum of 360 credits.
2. **Minimum experience:** 5 years at middle management level.
3. **Minimum knowledge:**
 - Advanced knowledge and understanding of relevant policy and legislation;
 - Advanced understanding of institutional governance systems and performance management;
 - Advanced understanding of council operations and delegation of powers;
 - Good governance;
 - Audit and risk management establishment and functionality; and
 - Budget and finance management.



4. **Minimum competency achievement level:** a competent achievement level in the prescribed competency assessment (this requirement is only applicable to the preferred candidates for the position who will undergo this assessment).
5. **Minimum competency:** A certificate in the Required Minimum Competency Level in Unit Standards in prescribed in the National Treasury: Local Government: Municipal Regulations on Minimum Competency Levels (Government Notice no R493 of 15 June 2007). Candidates who have not attained the aforesaid certificate will be required to attain it within 18 months from the date of appointment.
6. **Other minimum requirement:** A valid motor vehicle driving licence.
7. **Added advantage:**
 - 8 years relevant experience at a senior management level within the public or private sector;
 - Proof of clean audit outcomes during the above period;
 - Proof of successful institutional transformation within the public or private sector;
 - A Post Graduate Degree in Accounting/Finance/Economics or equivalent.

JOB PURPOSE:

The Chief Financial Officer of Senqu Local Municipality will be responsible and accountable for all operations of the Budget and Treasury Directorate in compliance with the relevant legislative requirements. The Budget and Treasury Directorate has five Sections which are; Acquisition & Vendor Performance Management; Demand, Asset & Expenditure Management; Budgeting & Reporting; Revenue Management and Information Communications Technology.

KEY PERFORMANCE AREAS

The Chief Financial Officer **as a Senior Manager** designated by the Accounting Officer to be responsible and accountable for the overall performance of the Budget and Treasury Directorate **will be required to, *inter alia***;

- Strategically lead, manage and perform duties of the directorate by developing and implementing departmental objectives, policies, procedures, systems, controls and monitoring and reporting mechanisms as delegated by the Accounting Officer to the CFO;
- Drive and oversee the Directorates' budget inputs, implementation, monitoring and reporting;
- Provide technical advice to the Municipality on all financial matters that have strategic and financial implications;
- Liaise with internal and external auditors, following up in completion of audits within agreed time frames;
- Establish internal controls, systems and processes which provide financial corporate governance and in line with delegation of powers;
- Ensure compliance of financial objectives with various regulatory requirements;
- Oversee the Municipal annual budgetary processes;
- Maximise revenue potential and ensuring appropriate credit control and debts collection;
- Oversee the overall cost containment for the Municipality;



- Oversee the financial performance of the municipality including putting measures to prevent unauthorised, irregular or fruitless and wasteful expenditure;
- Produce accurate annual financial statements by agreed deadlines and in accordance with legislation and accepted accounting procedures;
- Maintain appropriate financial records, financial and statutory reports, ensuring compliance with financial regulations and standards;
- Oversee the development and implementation of an effective asset management system;
- Oversee the development and implementation of an effective ICT Strategy, policies, master plans and ICT charter;
- Implement, managing and monitoring the directorate's performance management systems; and
- Ensure that the directorate has adequate resources and capacity to perform its duties.

ADDITIONAL COMPETENCIES:

- Ability through a proven track record to craft and successfully execute strategy in line with the objectives of the broader organisation;
- Proven attributes of integrity, honesty, maturity, courtesy, transparency and commitment to ensure progressive democratic and accountable governance that delivers sustainable and efficient services;
- Ability to effectively manage, inspire and encourage people, respect diversity, optimise talent and build and nurture relationships in order to achieve institutional objectives;
- Ability to maintain the high quality standards while achieving desired outcomes and results;
- Ability to communicate and negotiate at all levels and with all stakeholders in government, civil society and in corporate;
- Ability to lead and successfully implement projects and programmes.

CLOSING DATE: The closing date for submission of applications is 12 noon on 06 June 2022 and no late, applications will be accepted.

SUBMISSION: Applications must be submitted to the Senqu Local Municipality at 19 Murray Street Lady Grey. No emailed or faxed application packs will be accepted.

APPLICATIONS PROCESS: Any individual who wishes to apply for this position **must** complete and submit the Senqu Local Municipality application form obtainable from our website www.senqu.gov.za, together with a comprehensive Curriculum Vitae, certified copies of qualifications, ID, driving licence and all other supporting documents.

CONTACT PERSON: All enquiries should be directed to Ms Zimasa Koyana, Director: Corporate Services: telephone 051 603 1300/1466 during working hours or koyanaz@senqu.gov.za

OTHER:

- The Council subscribes to the policies of Affirmative Action and Employment Equity and appointment will be made within these policy considerations;
- The appointment will be subject to appropriate competency assessment, reference and qualification checks as well as security vetting in line with the prescribed legal framework;
- A certificate of evaluation by the South African Qualifications Authority (SAQA) must be submitted with all foreign qualifications;
- Applicants must disclose any pending disciplinary action, any pending criminal charges and any adverse findings following disciplinary action during the past 5 years;



- Canvassing and/or lobbying of councillors and officials will not be accepted and any such prohibited conduct shall lead to the immediate disqualification of an applicant;
- Should you not receive communication from us within thirty (30) days after the closing date of this advertisement, please consider your application to be unsuccessful;
- The successful candidate will be required to sign an employment contract, a performance agreement and to disclose financial interests;
- The Council reserves the right not to fill the position.

MR M M YAWA
MUNICIPAL MANAGER
SENQU MUNICIPALITY
19 Murray Street
Lady Grey
9755
05/05/2022

