



# BA-PHALABORWA MUNICIPALITY

Ba-Phalaborwa Municipality with its seat in Phalaborwa, invites applications from suitably experienced and dynamic individuals for the following position:

**Budget and Treasury Office**

## **Chief Financial Officer**

**Total remuneration package: R768 305-R987 820 (Ref. BTO 16/07/1)**

This position is a 5-year performance contract, which will be based in the Ba-Phalaborwa main office. The successful candidate will be expected to sign an employment contract and a performance agreement, disclose his/her financial interests and undergo security vetting.

**Core managerial competencies in terms of the Local Government Municipal Systems Act (competency framework for Senior Managers) as well as the municipal performance regulations, ie:** • Strategic capability and leadership • People management • Programme and project management • Financial management • Change management • Knowledge management • Service delivery innovation • Problem-solving and analysis • Client orientation and customer focus • Communication • Honesty and integrity.

**Core occupational competencies in terms of the Local Government Municipal Systems Act (competency framework for Senior Managers) and the Municipal performance regulations, ie:** • Moral competence • Planning and organising • Analysis and innovation • Knowledge and information management • Communication • Result and quality focus • Competence in self-management • Interpretation of and implementation within the legislative and national policy frameworks • Knowledge of developmental local government • Knowledge of performance management and reporting • Knowledge of global and South African specific political, social and economic context • Knowledge of more than one functional municipal field/discipline • Skills in mediation, governance and competence as required by other national line sector departments • Exceptional and dynamic creativity to improve the functioning of the Municipality.

**Minimum competency requirements:** • An NQF level 6 in the fields of Accounting, Finance or Economics or certificate in Municipal Financial Management (SAQA qualification ID No 48965) • A minimum of 5 years' work-related experience at Middle Management level • Financial and supply chain management competency areas as per the required Minimum Competency Levels in unit standards (MFMA) • Preparedness to be subjected to security clearance.

**Key performance areas:** • Ensure the development and implementation of strategies that have a measurable positive impact on financial performance • Be responsible for the income and expenditure of the Municipality, all assets and the discharge of all assets and liabilities of the Municipality, proper diligent compliance with applicable Municipal Finance Management legislation, including but not limited to: \* Providing an advisory service to the Council regarding financial issues and carrying out their decisions \* Developing, implementing and managing strategic goals, policies, procedures and plans for the Department under his/her control, aligned with the strategic goals of the Municipality \* Billing and collecting rates and tariffs \* Compiling financial statements and executing budgetary controls \* Ensuring the implementation of Generally Accepted Municipal Accounting Practices (GAMAP) \* Ensuring that the Council policies and relevant legislation in respect of financial matters are implemented accordingly \* Managing Council's Information Technology and acting as custodian of electronic data • Ensure that the Municipality complies with all legislation pertaining to financial management • Advise the Accounting Officer on the exercise of powers and duties assigned to him/her in terms of the MFMA • Advise Senior Managers and other senior officials in the exercise of powers and duties assigned to them in terms of the relevant section of the MFMA • Ensure compliance with National Treasury reporting standards.

**NB:** Candidates must disclose their academic qualification, proven experience and competencies, contact references, full details of any dismissal for misconduct and any disciplinary actions, whether pending or finalised, instituted against them by a current or previous employer.

**Applications must be submitted on an official application form, which could be downloaded from the Ba-Phalaborwa website at [www.ba-phalaborwa.gov.za](http://www.ba-phalaborwa.gov.za) or collected from Ba-Phalaborwa Municipality, and must be accompanied by a detailed Curriculum Vitae, which should be forwarded to the Municipal Manager, Ba-Phalaborwa Municipality, Private Bag X01020, Phalaborwa 1390 or hand-delivered in Office No H29, Human Resource Division, for the attention Ms SS Mokoena.**

**Please note:** • No application not submitted on the official application form will be considered • No faxed applications will be accepted • Fraudulent qualifications or documentation will immediately disqualify any application • Candidates who canvas any Councillor or Senior Official for preference will immediately be disqualified from the selection process or from any appointment • Short-listed applicants will be screened for criminal records and/or any pending cases and will have to produce original certificates prior to interviews • Applicants who are not invited for interviews within 30 working days should regard their applications as having been unsuccessful.

Ba-Phalaborwa subscribes to principles of equal employment and affirmative action.

**Enquiries should be directed to Ms SS Mokoena at (015) 780-6335.**

**Closing date:** 8 September 2016

