



Ba-Phalaborwa Local Municipality invites suitably qualified candidates to apply for the following positions

**CHIEF FINANCIAL OFFICER (CFO)** Ref No: BTO/01/8/25

This is a permanent position in line with the Local Government: Municipal Systems Amendment Act, 2022 (Act No.3 of 2022)

**CENTRE:** Phalaborwa Limpopo

**TOTAL REMUNERATION PACKAGE:** R965 958.00 (minimum); R1 103 953.00 (mid-point) R1 224 083.00 (Maximum) (All-inclusive package in line with the Upper Limits of Total Remuneration Packages Payable to Municipal Managers and Managers Directly Accountable to the Municipal Manager, Government Gazette NO.50737 dated 30 May 2024)

**REQUIREMENTS:** Grade 12 plus Bachelor Degree in Accounting, Finance, Economics or equivalent. Five (05) years experience at middle management level and have proven successful management experience in administration. The candidate should have acquired minimum competency levels as prescribed by the Minimum Competency Regulation, 2007. Should the applicant not have the Minimum Competency requirements he or she will be expected to complete such competency requirements within 18 months. The applicant must be computer literate and have a Valid Code B driver's license.

**CORE AND LEADING COMPETENCIES:** "As prescribed in the Annexure A (Local Government: Competency Framework for Senior Managers) to the Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers as published in Government Notice No.21 of 17 January 2014".

**KNOWLEDGE; SKILLS AND PERSONAL ATTRIBUTES:** Accounting Standards, Financial Management Economic and prescripts, guidelines and standards, Treasury Regulations and King Report on Corporate Governance; Understanding of relevant policies and legislations; institutional governance systems and performance management; Good knowledge of mSCOA, supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

**RESPONSIBILITIES:** Reporting to the Municipal Manager the incumbent will be responsible to lead, direct and manage staff within the Budget and Treasury department so that they are able to meet their departmental and organizational objectives. Provide strategic leadership, support and advise to the Municipality regarding financial management functions as prescribed by the Municipal Finance Management Act, Act No.56 of 2003 (MFMA), Treasury Regulations and other financial prescripts; Overall management of the budget; Develop and implement key strategic business plans including supply chain management, Revenue Management, Expenditure Management, Asset Management and Budget and Reporting; Prepare and implement municipal budget; Prepare GRAP compliant annual financial statements and other mandatory financial management reports. Establish and maintain financial policies, practices, and procedures for the Municipality; Perform duties and functions delegated to the Chief Financial Officer in line with the MFMA and as delegated by the Accounting Officer. Prepare and submit required reports to

Ba-Phalaborwa Municipality complies with the requirements of Protection of Personal Information Act 4 of 2013 and Promotion of Access to Information Act 2 of 2000.


the Municipal Manager and relevant municipal structures. Develop and implement the Departmental Service Delivery and Budget Implementation Plan (SDBIP). Identify and mitigate departmental risks. Address departmental audit findings within timeframes. Advise management and council on financial matters.

Ba-Phalaborwa Local Municipality is committed to the achievement and maintenance of diversity and employment equity, especially in terms of race, gender and disability. Shortlisted candidates will undergo the screening process in terms of Regulation 14 and recommended candidates will undergo a competency assessment in terms of Regulation 16 of Regulations on Appointment and Conditions of Employment of Senior Managers, 2014.

Successful candidates will be required to sign an employment contract, a performance agreement as well as to disclose their financial interest within the prescribed timeframes. The municipality reserves the right not to make appointments. If you do not hear from us within 60 days after the closing date, kindly accept that your application was unsuccessful.

To apply, interested candidates must submit a fully completed application form available from our website: <https://www.phalaborwa.gov.za>, attach a signed application letter, a comprehensive Curriculum Vitae (CV), certified copies of qualifications, driver's license and Identity Document addressed to the Acting Municipal Manager, Ba-Phalaborwa Local Municipality, Private Bag X 01020, Phalaborwa, 1390 or hand delivered to office no. H29 at the Civic Centre, Nelson Mandela Drive Phalaborwa. Applications that are not on the applicable application form, faxed or e-mail applications will not be considered. Enquiries should be directed to Human Resources Division for attention Mrs. PMS Mangaba at (015) 780 6333 or Ms. Mahlabela A (015) 780 6316 during office hours

**CLOSING DATE: 22 AUGUST 2025**

  
MS. BUYS Y  
ACTING MUNICIPAL MANAGER

31/7/2025  
DATE: