

# Winnie Madikizela-Mandela Local Municipality

Physical Address  
51 Winnie Madikizela  
Mandela Street  
Postal Address  
P O Box 12  
Bizana



Office of the Municipal  
Manager

Tel: 039 251 0230  
Fax: 039 251 0917

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## RE - ADVERT

Winnie Madikizela Mandela Local Municipality is a Category 2 Municipality that is committed to affirmative action and provisions of Employment Equity Act 55 of 1998. Applications are hereby invited from suitable qualified individuals to fill the vacant position indicated below:-

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|----------------------|---|
| <b>1. POST:</b>      | <b>CHIEF FINANCIAL OFFICER</b>  |
| <b>DEPARTMENT:</b>   | <b>BUDGET &amp; TREASURY OFFICE</b>   |
| <b>CONTRACT:</b>     | <b>FIVE (5) YEAR FIXED TERM PERFORMANCE BASED EMPLOYMENT CONTRACT</b>   |
| <b>REFERENCE:</b>    | <b>WMMLM/CFO22/1</b>  |
| <b>REMUNERATION:</b> | <b>ALL INCLUSIVE REMUNERATION WILL BE PAID IN ACCORDANCE WITH THE DETERMINATION OF UPPER LIMITS ISSUED BY THE MINISTER OF COOPERATIVE GOVERNANCE &amp; TRADITIONAL AFFAIRS, GOVERNMENT NOTICE 43122 OF 20 MARHC 2020.</b> |

### **REQUIREMENTS AND KNOWLEDGE**

- ✓ Grade 12;
- ✓ Bachelor Degree in Accounting, Finance or Economics (NQF Level 7);
- ✓ Certificate in Municipal Finance Management Programme as prescribed by National Treasury will be an added advantage;
- ✓ A minimum of five (5) years' experience at Middle Management Level;
- ✓ A proven successful financial management experience
- ✓ Good knowledge and interpretation of key and related local government Acts and Regulations (e.g., MSA, MFMA, etc.);
- ✓ Good Knowledge of Local Government Performance Management System;
- ✓ Have proven successful institutional transformation and turnaround within public or private sector;

- ✓ Registration with the relevant professional body will be an added advantage and
- ✓ A valid drivers' license.

### **COMPETENCIES**

- ✓ Critical thinking and attentive to details
- ✓ Ethical, integral and professional;
- ✓ Negotiation, conflict resolution and trouble shooting;
- ✓ Governance and Risk Management;
- ✓ Policy conceptualization and formulation;
- ✓ Institutional financial performance management and accountability;
- ✓ Strategic financial management and budget guidance

### **KEY PERFORMANCE AREAS**

- ✓ Ensure the implementation of Generally Recognised Accounting Standards (GRAP);
- ✓ Responsible and accountable for performance in all five (5) Key Performance Areas of Local Government;
- ✓ Provide strategic leadership in the Budget & Treasury Office of the Municipality;
- ✓ Develop and continually evaluate short and long-term strategic financial objectives aligned to the IPD of the Municipality;
- ✓ Ensure credibility of financial reporting by providing timely and accurate analysis of budget, financial trends and forecasting;
- ✓ Meet all the financial reporting requirements as prescribed by the MFMA and other related laws;
- ✓ Providing technical support during the preparation of the Municipality's IDP and SDBIP for effective performance;
- ✓ Implement appropriate controls for ensuring controlled expenditure and enhanced cost effectiveness;
- ✓ Manage the Municipal budget and planning process;
- ✓ Responsible for financial performance management, supply chain management systems and be a link with external auditors;
- ✓ Develop and implement appropriate mechanism for revenue collection and control of expenditure;
- ✓ Ensure proper management of departmental staff and their training and developmental needs;

- ✓ Taking necessary measures to prevent fraud and corruption;
- ✓ Act with fidelity, honesty, integrity and in the best interest of the Municipality and
- ✓ Assist the accounting officer with other roles and responsibilities delegated to the Chief Finance Officer in terms of legislation and policy.

#### **OTHER KEY REQUIREMENTS**

- ✓ Qualification and SA citizenship checks will be done on all short-listed candidates;
- ✓ Security vetting will be conducted;
- ✓ Competence assessments will be conducted.

#### **IMPORTANT NOTICE TO APPLICANTS**

- ✓ No late application will be considered;
- ✓ Applicants who have not been contacted within 30 days after the closing date should know that their applications have been unsuccessful.

An application form (available on the municipal website) must be completed to apply for the position and the reference number quoted, a comprehensive CV with traceable references, copies of certificates, ID and driver's licence must be submitted as part of an applicant's application. All correspondences should be addressed to: The Senior Manager: Corporate Services, Winnie Madikizela-Mandela Local Municipality, P.O. Box 12, Bizana, 4800 or be submitted to the Municipal Offices during office hours or emailed to: [hr@mbizana.gov.za](mailto:hr@mbizana.gov.za). For more information please contact: Ms. N. Mshweshwe on 039-251 0230, alternatively 082 370 7529 during office hours. **Closing date: 15.09.2022 @ 12pm.**

**Notice: This is a re-advert. All those who have applied before need not to apply again.**

**CANVASSING OF COUNCILLORS AND OR OFFICIALS WILL DISQUALIFY YOUR APPLICATION; THE MUNICIPALITY RESERVES THE RIGHT NOT TO FILL THESE POSTS.**



**L. Mahlaka**  
**MUNICIPAL MANAGER**