



MARULENG MUNICIPALITY

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HUMAN RESOURCES

MOPANI DISTRICT

Applications are invited from suitably qualified and experienced candidates to fill the following vacant positions of senior managers:

CHIEF FINANCIAL OFFICER

Salary: All-inclusive package from R700 116.00; R777 908.00; R855 698.00 per annum as per Government Gazette No. 40118 of 04 July 2016, Vol.613 (Upper limits of total remuneration packages to municipal managers and managers directly accountable to municipal managers). Five (05) year fixed term performance based contract. The incumbent must sign an employment contract, a performance agreement and disclosure of financial interest.

REQUIREMENTS: At least NQF Level 6 in fields of Accounting, Finance or Economics. Certificate in Municipal Financial Management (SAQA qualification ID No. 48965) will be an added advantage. Minimum of five (05) years' experience at and middle management levels, and must be in possession of a valid driver's licenses and be a computer literate

COMPETENCIES: Meet minimum competency levels as per MFMA as well as competency requirements by MSA; **MUST MEET CORE COMPETENCY REQUIREMENTS ON THE FOLLOWING SKILLS:** Strategic direction and leadership; People management, Program and project management, financial management; change and governance leadership, planning and organizing, analysis and innovation, knowledge and information management; communication as well as result and quality focus.

KNOWLEDGE: Financial Management 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 supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

KEY PERFORMANCE AREAS: Reporting to the Municipal Manager the incumbent will be responsible to lead, direct and manage staff within the Financial Services 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 and Budget and Reporting; Prepare and implement municipal budget; Prepare 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 the Municipal Manager and relevant municipal structures; Ensure support to category B Municipalities in the district on corporate related matters; Develop and implement the Department's Service Delivery and Budget Implementation Plan (SDBIP).

RE-ADVERT: DIRECTOR TECHNICAL SERVICES

Salary: All-inclusive package from R700 116.00; R777 908.00; R855 698.00 per annum as per Government Gazette No. 40118 of 04 July 2016, Vol.613 (Upper limits of total remuneration packages to municipal managers and managers directly accountable to municipal managers). Five (05) year fixed term performance based contract. The incumbent must sign an employment contract, a performance agreement and disclosure of financial interest.

REQUIREMENTS: At least NQF Level 6 in fields of Engineering; or equivalent. Minimum of 5 years' experience at middle management level, or as programme / project manager and 3-4 years must be at professional / management level engineering management experience. Registration with the Engineering Council of South Africa (ECSA) as PR Eng. Pr Tech. or Tech Eng.in terms of engineering profession of South Africa act 46 of 2000; valid code 08 (EB) driver's license; Certificate in Municipal Finance Management programme; Good communication and presentation skills; High level of integrity and honesty; Able to handle conflicts and stress. Certificate of competency as required in terms of the General Machinery Regulations, 1988 or Registration with a recognized relevant engineering professional body will be an added advantage.

KNOWLEDGE: Good knowledge and understanding of relevant policy and regulations; Good knowledge and understanding of institutional governance systems and performance management; Must have extensive knowledge of the public office environment and must be able to formulate engineering master planning, project management and implementation. Operational financial management, Supply chain management, audit and accountability; Constitutional requirement for the local government and local government legislation, Developmental local government, performance management and reporting, Sophisticated understanding of the global, National and regional context in which the municipality operates; Strategic leadership and management, project management, governance, ethics and values. Further note that all shortlisted applicants will be subjected to undergo security vetting; competency assessment and information verification.

COMPETENCIES: Meet minimum competency levels as per MFMA as well as competency requirements by MSA; **MUST MEET CORE COMPETENCY REQUIREMENTS ON THE FOLLOWING**

SKILLS: Strategic direction and leadership; Good knowledge and understanding of relevant policies and performance management; Operational of financial management; Good knowledge and



understanding of institutional Government system and performance management; Good knowledge of supply Chain Management Regulation and the preferential procurement policy framework act no.5 of 2000; and good governance; Service delivery innovation, Knowledge of management, Problem solving and analytical thinking, people and diversity management, Client orientation and customer focus, Communication, Accountability and ethical conduct.

KEY PERFORMANCE AREAS: Manage complex civil structures projects from conceptualization; Design contracts management; Quality assurance and compliance and ensure their proper integration to the municipality's overall plan (IPD); Perform financial monitoring through commissioning, operations and maintenance to ensure effective and efficient functioning of the department within the budgetary constraints of the Municipality; Manage all grant funding allocated to the Municipality; Provide professional advisory to the Municipality on project conceptualisation, Design project management and implementation; Oversee the management of all equipment and capital resources all to ensure accountability by the department; Manage and ensure all department's contracts and tenders according to the approval of SLA's, Council requirement and procurements policy; Ensure adherence to the SLA's terms of reference, letter of appointment and contracted project time lines and as per project brief.

Maruleng Municipality is an equal opportunity affirmative action employer. It is our intention to promote representation (race, gender and disability) in the municipality through filling of these positions and candidates whose appointment /transfer/promotion will promote representation will receive preference. The municipality reserves the right not to fill the advertised position. Short listed candidates will be required to undergo security vetting, competency assessment, screening, reference checks, contacting their current and previous employer, verifying whether dismissed previously for misconduct or poor performance. Shortlisted candidates will be required to produce original copies of qualifications on or before the appointment. Correspondences will only be entered into with short listed candidates. If you do not receive notifications regarding your applications within 90 days of the closing date, kindly assume that your application was not successful. Applicants will be penalized for canvassing

Applicants must use annexure C (Application form) of the Local Government: Regulations on appointment and conditions of employment of senior managers obtained from our website: www.maruleng.gov.za. All applications must indicate the position you are applying for. Include comprehensive CV with at least three contactable references and email addresses of the referees, certified copies of qualifications and identity document should be directed to: **The Acting Municipal Manager, Maruleng Municipality, PO Box 627, Hoedspruit 1380**. Faxed, Late, and Z83 applications will not be considered. Closing date for applications is 01 August 2017. Direct your enquiries to Mokonyane Lilly @ 015 793 2409.

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