



MANTSOPA

LOCAL MUNICIPALITY

Incorporating Ladybrand, Tweespruit, Excelsior, Hobhouse & Thaba Patchoa)
(As from 6 December 2000)

The Municipality hereby invites applications qualified candidates to apply for the under-mentioned position.

1. CHIEF FINANCIAL OFFICER (5-year fixed term performance based contract)

Total remuneration package will be in terms of Government Gazette No.40118 dated 04 July 2016
(Minimum R726, 954 Midpoint R816, 803 Maximum R906, 651 per annum)

Requirements

HIGHER EDUCATION QUALIFICATION	
A recognised three year B degree in Accounting or Economics or related fields	
MINIMUM COMPETENCY LEVELS FOR SENIOR MANAGERS	
Certificate in Municipal Finance Management (SAQA Qualification ID No. 48965) shall be an added advantage	
WORK RELATED EXPERIENCE AND KNOWLEDGE	
	TYPE OF EXPERIENCE
EXPERIENCE	<ul style="list-style-type: none"> • Extensive financial management experience at middle management level; and • Have proven successful institutional transformation within public or private sector
ADDED ADVANTAGE	<ul style="list-style-type: none"> • Registered Chartered Accountant; • Membership of IMFO or equivalent professional bodies
KNOWLEDGE	TYPE OF KNOWLEDGE
	<ul style="list-style-type: none"> • Good knowledge and understanding of relevant policy and legislation; • Advanced understanding of institutional governance systems and performance management; • Must have extensive knowledge of the public office environment, • Audit and risk management establishment and functionality; • Budget and finance management; and • Must be able to compile credible financial statements and asset register.
KEY PERFORMANCE AREAS	
<ul style="list-style-type: none"> • Administratively in charge of the budget and treasury office; • Shall assist the Accounting Officer on the exercise of powers and duties assigned to the accounting officer in terms of the MFMA and other prescripts; • Shall assist the Accounting Officer in the administration of the municipality's bank accounts and the preparation and implementation of the municipality's budget; 	

- Shall advise Senior Managers and other senior officials in the exercise of powers and duties assigned to them in terms of section 78 or delegated to them in terms of section 79 of the MFMA;
- Shall be responsible for performance of budgeting, accounting, analysis, financial reporting, cash management, debt management, supply chain management, financial management, review and other duties as may in terms of Section 79 of the MFMA be delegated by the Accounting Office to the Chief Financial Officer,
- Shall execute any other related function delegated by the Accounting Officer.

2. DIRECTOR TECHNICAL SERVICES (5-year fixed term performance based contract)

Total remuneration package will be in terms of Government Gazette No.40118 dated 04 July 2016
(Minimum R726, 954 Midpoint R816, 803 Maximum R906 651 per annum)

Requirements

HIGHER EDUCATION QUALIFICATION	
Bachelor of Science Degree in Engineering/ National Diploma / BTech: Engineering; or equivalent	
MINIMUM COMPETENCY LEVELS FOR SENIOR MANAGERS	
Certificate in Municipal Finance Management (SAQA Qualification ID No. 48965) will be an added advantage	
WORK RELATED EXPERIENCE AND KNOWLEDGE	
	TYPE OF EXPERIENCE
EXPERIENCE	<ul style="list-style-type: none"> • Relevant experience at middle management level, or as programme/project manager; and • 3-4 years must be at professional / engineering management experience.
	TYPE OF KNOWLEDGE
KNOWLEDGE	<ul style="list-style-type: none"> • Good knowledge and understanding of relevant policy and legislation; • Good 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.
ADDED ADVANTAGE	<ul style="list-style-type: none"> • Certificate of competency as required in terms of General Machinery Regulations, 1998; or • Registration with the Engineering Council of South Africa is recommended
KEY PERFORMANCE AREAS	
<ul style="list-style-type: none"> • Water & Sanitation Services; • Electricity Service; • Roads & Storm water management service; • Waste, Solid Waste & Environmental Management Service; • Project Management; • Mechanical Engineering Service; and • Any other related service delegated by the Accounting Officer 	

3. DIRECTOR COMMUNITY SERVICES (5-year fixed term performance based contract)

Total remuneration package will be in terms of Government Gazette No.40118 dated 04 July 2016
(Minimum R726, 954 Midpoint R816, 803 Maximum R906 651 per annum)

Requirements

HIGHER EDUCATION QUALIFICATION	
Bachelor Degree in Social Sciences / Public Administration / Law, or equivalent	
MINIMUM COMPETENCY LEVELS FOR SENIOR MANAGERS	
Certificate in Municipal Finance Management (SAQA Qualification ID No. 48965) will be an added advantage	
WORK RELATED EXPERIENCE AND KNOWLEDGE	
	TYPE OF EXPERIENCE
EXPERIENCE	<ul style="list-style-type: none"> • Relevant experience at middle management level, and • Have proven successful institutional transformation within public or private sector
	TYPE OF KNOWLEDGE
KNOWLEDGE	<ul style="list-style-type: none"> • Good knowledge and understanding of relevant policies and legislation • Good knowledge and understanding of institutional governance systems and performance management • Understanding of council operations and delegation of power, as well as Health service management • Cemetery management and Parks and Recreation management
ADDED ADVANTAGE	<ul style="list-style-type: none"> • Registration with the South African Council for Social Service Professionals (SACSSP), or similar recognised relevant professional body • Postgraduate qualifications will be an added advantage
KEY PERFORMANCE AREAS	
<ul style="list-style-type: none"> • Housing. • Traffic and Security. • Disaster Management. • Fire and emergency services. • Building and recreational facilities Maintenance. • Parks and Cemeteries management. • Provide strategic management and leadership for the department and municipality. Manage and improve all administrative functions. • Compile annual reports attend and execute Executive Committee and Council resolutions. • Develop and implement policies and strategies. • Compile and manage budgets. • Ensure that the municipality complies with all provisions of the statutory organs. • Ensure community participation on matters of governance. • Management of environmental health including refuse removals service. • Provide strategic leadership in the department. 	

The above appointments will be made in compliance with the provisions of sections 56 & 57 of the Local Government: Municipal Systems Amendment Act 7 of 2011

Appointment: Appointment shall be subjected to:

1. Shortlisted/ recommended candidates will be required to undergo a competency based assessment in terms of Annexure A (Competency framework for Senior Managers) of Notice No.21 of Government Gazette No.37245 of 17 January 2014 over 2 day's prior appointment.
2. Security vetting including Schedule 2 of Number 37245 of 17 January 2014 Government Gazette.
3. Signing of an employment contract before assuming duty and conclusion of a Performance Agreement and disclosure of financial interests within 60 days after conclusion of an employment contract.
4. The successful candidates will be based at Mantsopa Local Municipality's Head Office in Ladybrand but may be deployed anywhere within the municipality depending on operational requirements.

Applicants must download and fill in an application form (Annexure C) available on the Municipal website at www.mantsopa.fs.gov.za or directly from Government Notice No.21 of 17 January 2014 (Annexure C). **No application will be considered if it is not on the official application form.**

It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach the proof thereof.

Application form must be accompanied by a comprehensive Curriculum Vitae (with contactable references), recently Certified copies of academic qualification certificates including ID and a driver's licence and enclosed in an envelope clearly marked "**Application for the post: Chief Financial Officer or Director Technical Services or Director Community Services**".

The application must be forwarded to the Office of the Municipal Manager, Mantsopa Local Municipality, P.O Box 64, Ladybrand, 9745, Hand delivered applications may be submitted to our HR Office at No. 38 Joubert Street, Ladybrand, 9745.

The successful candidates will report directly to the Municipal Manager

Proof of canvassing and other unacceptable conducts will automatically disqualify an applicant.

Closing Date for Applications is on **29 September 2017**.

If you have not been contacted within 3 months of the closing date of the advertisement, please accept that your application is unsuccessful. The municipality reserves a right not to appoint any applicant to this position. No faxed or emailed applications will be accepted, administrative enquiries should be directed to the Director Corporate Services, Ms P. Moloi at (051) 924 0654 during office hours.

.....
MR TP MASEJANE
MUNICIPAL MANAGER