



DIKGATLONG LOCAL MUNICIPALITY

Dikgatlong Local Municipality in Barkly West, Northern Cape, invites applications from suitably qualified candidates to fill the following vacant position within its establishment

DEPARTMENT : Finance Service
POST : Chief Financial Officer
REFERENCE : 2023/012/24/FSD
CENTRE : Barkly West, Northern Cape

A. Annual Total Remuneration Package:

- Minimum R 884 772 – Midpoint R 994 126 – Maximum R 1 087 610, negotiable in terms of Government Gazette No.48789 of 14 June 2023, i.e. Upper Limits of Total Remuneration Package Payable to Municipal Managers and Managers Directly Accountable to the Municipal Managers;

B. Term of Appointment:

- Permanent Appointment

C. Essential and Non-Negotiable Requirements:

- B.Com degree with majors in Financial Accounting and Management Accounting or Equivalent;
- Compliance with all the requirements as contained in the Municipal Regulations on Minimum Competency levels, Gazette 29967 of 15 June 2007, e.g. CPMD, MFMP, etc. If a newly appointed person is not in possession of this Competency, he/ she must complete it within eighteen (18) months from the date of employment, in accordance with Government Notice Number 91 of 3 February 2017, as promulgated in Government Gazette No. 40593.
- Minimum of Five (5) years as middle manager in Local Government Finances, Ability to compile Municipal Budget and Annual Financial Statements;
- Knowledge and understanding of computerised Financial Systems, Spreadsheets, Databases and Word Processing;
- An extensive knowledge of the Local Government: Municipal Finance Management Act of 2003, National Treasury Regulations and all other related legislation, policies and regulations;
- Valid driver's licence and own motor vehicle to execute duties;

D. Key Performance Areas (KPA's):

- Managing, planning, organising, coordinating, directing and controlling activities of staff at the Budget and Treasury Office, as well as Supply Chain Management unit;
- Perform all delegations by the Accounting Officer in terms of the MFMA;
- Compile Annual Financial Statements and control all the municipality's Bank Accounts;

- Contribution to strategic planning and budget alignment and reporting to executive and management team;
- Development of MTREF in line with the requirements of the MFMA accommodating all departments/units
- Develop and implement a budget spent management system to monitor the budget to prevent over or under expenditure;
- Establish functional debt management and billing units to promote financial sustainability of the municipality;
- Implementation of the MFMA Implementation Plan and instil compliance with MFMA to uphold the credibility of the municipality by enabling the municipality to obtain unqualified audit report;
- Establish a functional Supply Chain Management unit in line with National Treasury Regulations to instil compliance with MFMA Regulations;
- Establish an updated Asset Register and the corresponding asset management policy and procedure to enforce compliance with and implementation of GRAP;
- Implementation of inventory requisition system to monitor inventory and ensure that the annual stock counts are conducted;
- Facilitate insurance management by incorporating insurance management system to control claims and develop corresponding policy;
- Compilation of all financial policies and procedures to ensure sound and sustainable financial management;
- Perform any other duties or functions that may be assigned by the Accounting Officer of the municipality.

NB: Please Note:

- No late or faxed applications will be considered;
- Candidates are required to complete the prescribed “Annexure C” application form as per Regulations on Appointment and Conditions of Employment of Senior Managers Government Notice 21 in Government Gazette 37245 dated 17 January 2014 which is obtainable from the internet at www.gpwonline.co.za (failure to do so will result in the candidate being disqualified);
- Short-listed candidates will be subjected to security vetting/screening, verification of qualifications and employment history/reference check and competency assessment and should also disclose financial interests;
- Dikgatlong Local Municipality reserves the right to nullify or cancel an employment contract and recover all costs incurred by the municipality including remuneration, advertisement, etc., should it be discovered that the successful candidate submitted false or insufficient information which resulted to the contravention of the provisions of Municipal Council Policies, Municipal Systems Amendment Act No. 7 of 2011 or any other relevant legislation;
- If no communication has been received from us within two (2) months after the closing date, please consider your application not successful. The Municipality reserves the right to appoint or not appoint any person.
- Canvassing for the appointment is strictly prohibited and any collaborating evidence thereof will automatically disqualify the applicant.

If you meet the stated requirements, a fully completed Annexure C Application Form, Detailed Curriculum Vitae, recently certified copies of all qualifications, a recently certified copy of the Identity Document and Driver's License (certified copies must not be older than 3 months) and proof of Competency Level, must be addressed/sent to:

**The Acting Municipal Manager
Att: Ms B Tsinyane
Dikgatlong Local Municipality
Private Bag X5
Barkly West
8375**

Or can be hand delivered at:

**Dikgatlong Local Municipality
33 Campbell Street
Registry Office
Barkly West.**

Enquiries may be directed to Ms B Tsinyane, Acting Municipal Manager @ 053 531 6500 during office hours between 08:00 – 16:00.

Closing Date: 23 January 2024 @ 12:00

***Dikgatlong Local Municipality is an equal opportunity and affirmative
action employer***

Notice Number: 01/2024

**Issued By: Ms B Tsinyane
Acting Municipal Manager**