

# FEZILE DABI DISTRICT MUNICIPALITY



## RE- ADVERTISEMENT NOTICE NO: FDDM 002/2023-24

Applications are invited from suitably qualified and experienced persons to apply for the under mentioned positions based at Fezile Dabi District Municipality. Council is committed to the policy of Affirmative Action and any appointment that would ensure equity and representivity shall be given preference.

### 1. CHIEF FINANCIAL OFFICER

#### Permanent Appointment

**Remuneration package: R935 100 (minimum); R1 068 686 (midpoint) and R1 184 979 (maximum) per annum (as determined by Notice No 48789 of 14 June 2023 on upper limits of Total Remuneration Packages Payable to Municipal Managers and Managers Directly Accountable to Municipal Managers Senior Managers for a Category 3 Municipality)**

**The pay scale will be determined by competence based assessment outcome, experience and qualifications. Remuneration will also include a remote allowance of 4% of the total annual remuneration**

**REQUIREMENTS:** • A Bachelor degree in Accounting/Finance /Economics or a relevant qualification registered on the National Qualifications Framework at NQF Level 7 with a minimum of 360 credits. • Minimum of 5 Years relevant experience at middle management level, preferably in the Local Government sector. • A proven institutional transformation record in the public or private sector • Advanced knowledge and understanding of relevant policy and legislation • Advanced understanding of institutional governance system • A proven track record of budget and finance management • Ability to be an innovative and strategic leader • Good facilitation and communication skills • Valid driver's license. • Certificate in Municipal Financial Management Programme as prescribed by National Treasury, Government Gazette No 29967 dated 15 June 2007 will be an advantage.

**KNOWLEDGE AND ATTRIBUTES:** Strategic leadership and management Strategic financial management Good governance and ethics and values. High level of written and verbal communication skills. High level of emotional intelligence. Proven ability to communicate and negotiate in all spheres and levels of government. Ability to meet deadlines. Attention to detail. Ability to work under pressure. Proven ability to provide strategic and innovative leadership. Strategic thinking and analysis

**KEY PERFORMANCE AREAS:** Develop, implement and manage strategic goals, policies and procedures in alignment to the municipality's strategic- and IDP objectives • Effectively manage financial services (budgeting, income, expenditure, activity-based costing, supply chain management, asset management) through the establishment, implementation and maintenance of a financial management strategy • Effectively and efficiently manage the Directorate • Liaise and interact with individuals, role players and agencies at senior level in all three spheres of government • Assist and support the Accounting Officer with the roles and responsibilities delegated to the Chief Financial Officer • Ensure municipal financial viability through management and monitoring of all income and expenditure of the Municipality, safeguarding all assets, discharging the Municipality's liabilities as well as proper and diligent compliance with the Municipal Financial Management Act and other legal and best practice- prescripts Responsible for the preparation and the control of the budget

#### APPLICATIONS AND CONDITIONS OF APPOINTMENT:

1. Applicants must download and fill in an Application Form (Annexure C) available on the Municipal website at [www.feziledabi.gov.za](http://www.feziledabi.gov.za); which is also accessible on [www.gpwonline.co.za](http://www.gpwonline.co.za)) or directly from the Government Notice No. 21 of 17 January 2014 (Annexure C). No Applications will be considered if it is not on the Official Application Form. The application form must be accompanied by detailed CV with contactable references, recently certified original copies of qualifications, Identity document, driver's licence (not older than 6 months) and covering letter depicting the reference number of the post applied for to be emailed to: [fddmco@feziledabi.gov.za](mailto:fddmco@feziledabi.gov.za).
2. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach the proof thereof.
3. The appointment will be made in compliance with the provisions of the relevant sections of the Local Government Municipal Systems Amendment Act, Act No 3 of November 2022 and relevant Regulations;
4. Short-listed candidate will be subjected to reference checks, criminal record check and signing of indemnity forms;
5. Recommended candidates will be subjected to a competency based assessment over 2 day's prior appointment in terms of Annexure A (Competency framework for Senior Managers) of Notice No.21 of Government Gazette No. 37245 of 17 January 2014;
6. The successful candidate will be required to sign an Employment Contract before assumption of duty, a Performance Agreement within 60 days of appointment and the necessary Disclosure of Financial Interest Forms as well as undergoing the necessary Security Vetting Processes;
7. The incumbent will be stationed at Fezile Dabi District Municipality in Sasolburg, but may be deployed anywhere within the municipality depending on the operational requirements;
8. Due to the large number of applicants, correspondence will be limited to the short-listed candidates only. If you have not been contacted within a period of two months after the closing date of the advertisement, kindly accept that your application has been unsuccessful.
9. The successful candidate will be reporting directly to the Accounting Officer;
10. Late applications will not be considered. Canvassing will automatically disqualify a candidate
11. The applicant should give consent that their personal information may be accessed for verification purposes in adherence to the POPI Act."
12. Fraudulent qualifications, information or documents will disqualify any applicant;
13. The Council reserves the right not to make an appointment if, in its view, no suitable could be found;
14. **NB: All applicants who applied previously are encouraged to re-apply for the above position**

**Applications should be submitted to:** The Municipal Manager, Fezile Dabi District Municipality, to be emailed to: [fddmco@feziledabi.gov.za](mailto:fddmco@feziledabi.gov.za),

For enquiries please contact Municipal Manager (Mr. S Thomas): [enquiries@feziledabi.gov.za](mailto:enquiries@feziledabi.gov.za)

**Closing date: 21 August 2023**

**S THOMAS, MUNICIPAL MANAGER**