



MAKANA
MUNICIPALITY | EASTERN CAPE
...a great place to be



200 YEARS
reflect and imagine
...the making of a great place to be

Incorporating Grahamstown, Alicedale, Riebeeck East & surrounding rural areas

The Makana Municipality invites suitably qualified candidates to apply for the under-mentioned vacancy. The Makana Municipality is an equal opportunity and Affirmative Action Employer.

VACANCIES/ IMISEBENZI/BETREKKINGS

EXTERNAL VACANCIES

POST 1: **CHIEF FINANCIAL OFFICER**
(Five-Year fixed Term Performance Contract)

DIRECTORATE: **BUDGET & TREASURY**

SALARY SCALE: **R662 690 – R852 020 this is in line with the upper limit of the annual total Remuneration packages of Managers directly accountable to Municipal Managers.**

MINIMUM QUALIFICATION AND EXPERIENCE: A B.Com Degree or equivalent in Accounting and / or Financial management at NQF level 7. A valid driver's license is required.

- At least 5 years' experience at middle management level preferably within local government.
- High level of Computer Literacy.
- Registration with a relevant professional body will be an added advantage.

COMPETENCE/SKILLS REQUIRED: Leadership, Analytical ability, Managerial experience, Strategic Leadership and Management Skills, Strategic Financial Management, Operational Financial Management, Governance, ethic and values in Financial and Performance Reporting, Legislation, Policy and Implementation, Supply Chain Management, Audit and Assurance, Audit and Risk Management Experience, Programme and Programme Management, Change Management, Stakeholders Relations. A certificate Programme in Management Development (Municipal Finance) (CPMD) an added advantage. Competency Assessments and security vetting will be done on all shortlisted candidates.

KEY PERFORMANCE AREAS: Reporting directly to the Accounting Officer on Strategic Financial Management issues, Provide adequate Financial Management Advice to Council, the Accounting Officer as well as the Executive Management Team. Effectively and efficiently implement and manage the financial system, Develop and

Implement Key Strategies / Business Plans to ensure effective implementation and management of systems, processes, procedures and control relating to Supply Chain Management, Reporting, Prepare Annual Financial Statements and other mandatory Financial Management Reports, Perform duties and functions delegated to the Chief Financial Officer by the Municipal Finance Management Act and as delegated by Council and / or the Accounting Officer, Ensure Legislative, Regulatory, Policy, practices and Standards compliance. Implement effective processes, support and coordination for the compilation of the Integrated Development Plan, Budget and Service Delivery and Budget Implementation Plan. Strategically engage with Auditors and provide appropriate and timely responses to audit queries, Be responsible for the execution and timely delivery of departmental outputs as outlined in the departmental SDBIP and CFO's Performance Contract, Facilitate stakeholder participation and involvement.

NOTE: All applications must be made on the Official Application form provided in our website www.makana.gov.za accompanied by a covering letter, comprehensive CV together with certified copies of qualifications, identity document and other documentation. It should be posted to Acting Municipal Manager, Makana Municipality, P.O Box 176, Grahamstown, 6140. **No late, incomplete, faxed or emailed applications will be accepted.**

Enquiries: Mr. Xolela Kalashe HR Manager (E-Mail: xkalashe@makana.gov.za).
Telephone: 046 603 6292

CLOSING DATE: 22 DECEMBER 2015



MS MJ MEIRING: ACTING MUNICIPAL MANAGER