CEDERBERG MUNICIPALITY
VAKATURES / VACANCIES
NOTICE NUMBER: 61 / 2024

The Cederberg Municipality, which includes the towns, Citrusdal, Clanwilliam, Graafwater, Lamberts Bay and Elands Bay, as well as a large rural area, invites applications from suitably qualified candidates to fill the following position within its establishment. The Cederberg Local Municipality is an equal opportunity, and Affirmative Action Employer. Persons designated in terms of applicable legislations as historically disadvantaged South Africans as well as people with disabilities are encouraged to apply.

SENIOR MANAGER
CHIEF FINANCIAL OFFICER
(PERMANENT EMPLOYMENT CONTRACT)

Appointment will be made in terms of section 56 of the Municipal Systems Act, 32 of 2000. Appointment is subject to compliance with the minimum prescribed higher educational qualification, experience and attainment of demonstrated evidence of competent, advanced or superior competency level as measured against the competence requirements for senior managers as set out in the Regulations on Appointment and Conditions of Employment of Senior Managers (GNR.21 GG37245, dated 17 January 2014). The position will be stationed in Clanwilliam. Successful candidate are subject to the signing of a contract of employment and performance contract and a disclosure of financial interest.

Key Responsibilities: Report directly to the Municipal Manager on key departmental activities • Managing the Financial Services Department • Developing, implementing and managing strategies which will impact positively on the financial performance of Cederberg Municipality • Ensuring the accurate execution of municipal functions in compliance with relevant legislation • Overhead accountability for all revenue and income, assets and settlement of liabilities • Meticulous execution of Council policies • Compiling financial statements and applying budgetary control measures • Implementing generally accepted municipal accounting practice within relevant legislation • Responsible for the performance system of the department • Supervising the implementation of elements of the IDP within the Department • Controlling efficient budget management and control of the department • Establishing and maintaining a sound quality management system in accordance with relevant legislation, policies, practices and standards • Performing statutory duties and excising delegated authority Supply Chain Management, ratings & tariffs, equitable share and financial viability monitoring • Responsible for the performance of subordinates.

Requirements include: Bachelor's Degree in the fields of Accounting, Finance or Economics or relevant qualification registered on the National Qualification Framework at a NQF level 7 with a minimum of 360 credits ● Successfully completed all the Prescribed Minimum Competency Level in Unit Standards as required in Regulation 5 provided for in GNR. 493 GG 29967, dated 15 June 2007, as amended by GNR 1146 GG 41996, dated 26 October 2018 (municipalities were granted exemption from regulation 15 and 18 of Government Gazette 29967 under Notice No. 40593 of 3 February 2017, subject to conditions of compliance with minimum competency levels within 18 months of date of employment) ● a Minimum of 5 years' experience at middle management level preferably in the Local Government Sector ● Computer Literacy ● Effective Communication Skills in at least two of the three official languages of the Western Cape (English, Afrikaans, Xhosa) ● Strategic Thinking Skills ● Positive Attitude ● Valid Code B driver's licence.

Remuneration: A total remuneration package ranging from R 859,002 – R 1,055,932 plus a 7 % Remote Allowance as prescribed in the Upper Limits of Total Packages Payable to Managers directly accountable to municipal managers (GN. 2760 GG 47538, dated 18 November 2022) of a Grade 2 Municipality.

Closing date for applications: 17 May 2024 at 12h00.

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IMPORTANT: Applications must be submitted on an official application form for senior managers to: Private Bag X2, Clanwilliam, 8135. Mark the Envelope clearly: Application for Vacancy Municipal Manager • Application forms are available from the municipal offices and the municipal website: www.cederbergmunicipality.co.za Applications must be accompanied by a comprehensive CV with certified copies (not older than 3 months) of qualifications, identity document, driver's license, particulars of at least three contactable references and full details of any dismissal for misconduct and any disciplinary actions, whether pending or finalised, instituted against the applicant in his or her current or previous employment. The successful applicant will have to sign an employment contract, performance agreement and disclose financial interest. All applicants will undergo security vetting. Applications must be hand delivered or posted • The Cederberg Municipality reserves the right not to make an appointment.

Enquiries: Contact Alice Wilton at 027 482 8000 during office hours.

Please Note: Canvassing any individual member of the Municipality will result in automatic disqualification. No late applications will be considered ● Candidates will be expected to complete a practical competency-based and psychometric assessment ● Applicants must note that their appointment is subject to the following reference checks: qualifications, criminal records, vetting and record of dismissed staff members contemplated in section 57A of the Municipal Systems Act.● The successful incumbent must sign an employment contract and performance agreement as contemplated in section 57 of the Municipal Systems Act ● The incumbent will also be required to provide a disclosure of financial interests ● The appointment will be effected in accordance with the Municipality's Employment Equity policy and plan ● If you are not invited for an interview within 60 days, you may deem your application to be unsuccessful.

THE COUNCIL STRONGLY SUPPORTS A FULLY VACCINATED WORKFORCE

N SMIT
ACTING MUNICIPAL MANAGER