

RUSTENBURG LOCAL MUNICIPALITY



EXTERNAL ADVERTISEMENT

“A World Class City where all communities enjoy the high quality of life”.

The Rustenburg Local Municipality seeks to fill the following vacancies.

Disabled applicants, who meet the stated requirements of the position, are encouraged to apply.

1. DIRECTORATE: BUDGET & TREASURY

1.1 DEPUTY CHIEF FINANCIAL OFFICER (REF: BTO 1.1) FIVE YEAR FIXED TERM CONTRACT

Salary: An all-inclusive negotiable remuneration package, in line with the successful candidate's experience and expertise.

Qualification Requirements:

- B-Com with Accounting III, plus minimum 6 years applicable experience, of which 3 years must be at senior management level.
- B-Com Hons, articles plus CA qualification will be an added advantage.
- Certificate in Municipal Finance Management or Certificate Program in Municipal Development (CPMD) in line with the minimum regulations on competency level of 2007.
- Valid driver's licence and NO criminal record.

Knowledge & Skills:

- Good strategic planning and organising skills, *comprehensive financial management skills, *interpersonal skills, *people management skills, *computer literacy, *decision making and analytical skills, *practices and knowledge of administrative and management principle.

Duties:

- Responsible for the execution and timely delivery for outputs in the Deputy CFO's signed performance contract;
- Compilation and timely submission of accurate information in accordance with prescribed standards and formats;

- To develop and maintain sound financial policies and financial procedures that promote transparency and accountability based on general recognised accounting practices;
- To ensure that all sources of revenue in terms of rates, tariffs, surcharges, taxes, subsidies, as well as the equitable share are effectively and efficiently collected,
- To develop and effective system of debt management and revenue collection for Rustenburg Local Municipality.

1.2 ACCOUNTANT: BUDGETS (REF: BTO 1.2)

Salary:

- R 348 900 – R385 272 /a (Level 6), plus a scarce skills allowance for any applicant who meets the requirements and have 4 years' experience as an Accountant in a municipality.

Qualification Requirements:

- B-Com with Accounting, plus a minimum of 4 years' experience of which at least 2 years must be at middle management level and at least 3 years at any level in a role related to the position of Accountant; or 5 years at any level in a role related to the position of Accountant and the required competency level in Unit Standards, in accordance with Government Gazette on 29658 of 23/02/2007.

Knowledge & Skills:

- Knowledge of municipal accounting, computerized financial systems, planning and organising skills, computer literacy, verbal and written communication skills.

Duties and Responsibilities:

- Plan and maintain the integration capital, operation and cash flow budget and compile budgets reports. The position will support the Chief Accountant: Budget in providing support for operating directorates in budget development of measurable performance indicators.

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1. Appointments will be made according to the Council's Employment Equity Plan, which ensures representation of designated groups in the Municipality, including those with disabilities.
 2. It would be expected of candidates to be subjected to thorough evaluations and that previous and current employers and references will be contacted. Verification will be done on his/her qualifications, criminal and credit records. The candidate will be required to disclose all financial interests.
 3. Only hard copies will be accepted. No electronic or faxed applications will be accepted.
 4. All applications must be submitted with a detailed CV, Certified copies of qualifications, ID document and driver's licence, the names of three references from current and previous employers and a fully completed official application form, as available from the municipal website or the Human Resources Department, to be couriered to Directorate: Corporate Support Services, Unit: Human Resources, c/o

Nelson Mandela & Beyers Naude Drive, Rustenburg 0299, P O Box 16, Rustenburg 0300. Please mark envelope "VACANCY". Administrative enquiries may be directed to Human Resources at tel. 014-590 3048 / 3016/ 3514.

CLOSING DATE: 14 February 2019

Notice number: 7/2019

FOR OFFICE USE:

Directorate

Budget & Treasury Office

Reference no. : 4/4/2/2
Vote number : 030/044/0101

PLACING

City Press : 27 January 2019
Rustenburg Herald : 31 January 2019