



FEZILE DABI DISTRICT MUNICIPALITY NOTICE NO: FDDM 008-2019/20

ADVERTISEMENT

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.

DIRECTOR LOCAL ECONOMIC DEVELOPMENT AND TOURISM
Remuneration package per annum: R 857,571 (Minimum) R 980,082 (Midpoint)
R 1,102,590 (Maximum)
(As determined by Notice No: 42023 of 2018 on upper limits for senior managers for a Category 3 Municipality)

The post is subject to a fixed term Contract of Employment of four years (4 years). The incumbent will be expected to sign an employment contract, a performance agreement and complete the disclosure of financial interest form. The incumbent will be stationed at Fezile Dabi District Municipality in Sasolburg

Minimum requirements: N Diploma/ B.Degree in Economics; • or equivalent; • Certificate in Municipal Financial Management Programme as prescribed by National Treasury, Government Gazette No 29967 dated 15 June 2007 . • Five years' experience in Senior Management position in Local Government level/ Public Service. • Knowledge of Macro and Micro-economic research methodologies and issues; • practical experience in applied economic research and planning; sound understanding of the District; • sound understanding of legislation and policies governing promotion of Local Economic Development; • ability to liaise with different stakeholders at all levels; • A valid driver's license

Skills and competencies: • Strategic leadership and management, Strategic Financial Management. • Governance, ethics and values in the Public Sector. • Ability to manage departmental finances and submit necessary reports on a monthly basis. • Ability to interact with other people. • Report writing and presentation skills. • People management and interpersonal skills. • Stakeholder's relations. • In-depth knowledge of current trends in innovations and practices to be able to analyze and evaluate the feasibility of options and alternatives in the delivery of quality services that comply with statutory provisions. • Strategic capacity and leadership. • Analytical thinking. • Policy conceptualization and implementation. • Conflict management, Risk and Change Management, Mediation skills, Diversity management and Project management

Key performance areas: • Contributing towards formulation of different sector plans and strategies in support of District Economy; • Responsible for determining and defining research areas, priorities and research scope; • Responsible for establishment and maintenance of socio-economic database for the District; • reviewing and updating the District Profile annually; • Providing inputs into the District and local municipalities' Integrated Development Plans including LED strategies; • Writing research reports on economic activities; • Liaising with other independent institution on a wide range of economic issues. • Establish the Arts & Culture forum within District. • Compile sports development plan with KPAs to assist local municipalities and communities; • Promote tourism through marketing of FDDM; • Facilitate the promotion tourism and agricultural activities; • Promote early childhood activities and other social development issues.

CHIEF FINANCIAL OFFICER
Remuneration package per annum: R 857,571 (Minimum) R 980,082 (Midpoint)
R 1,102,590 (Maximum)
(As determined by notice No: 42023 of 2018 on upper limits for senior managers for a Category 3 Municipality)

The post is subject to a fixed term Contract of Employment of four years (4 years). The successful candidate will be expected to sign an employment contract before or on assumption of duty, a performance agreement within 60 days and complete the disclosure of financial interest form. The incumbent will be stationed at Fezile Dabi District Municipality in Sasolburg.

Higher Education Requirement: • NQF Level 6 in fields of Accounting, Finance or Economics
OR
Certificate in Municipal Financial Management (SAQA Qualification ID No. 48965)

Work-Related Experience: • Minimum of 5 years at middle management levels. • An advanced level of Computer Literacy and proven ability to manage financial accounting systems. • Knowledge of GRAP (Generally Recognised Accounting Practices). • Knowledge in preparation of strategic plans, business plans and budget compilation. • An excellent knowledge in the implementation and maintenance of sound financial management systems. • The ability to work under pressure. • Knowledge and understanding of MS Word and PowerPoint. • Valid Code B Driving License.

Skills and Competencies required: • Strategic leadership and management, Strategic Financial Management. • Governance, ethics and values in the public sector. • Ability to manage departmental finances and submit necessary reports on a monthly basis. • Ability to interact with other people. • Report writing and presentation skills. • People management and interpersonal skills. • Stakeholder's relations. • In-depth knowledge of current trends in innovations and practices to be able to analyze and evaluate the feasibility of options and alternatives in the delivery of quality services that comply with statutory provisions. • Strategic capacity and leadership. • Analytical thinking. • Policy conceptualization and implementation. • Conflict management, Risk and Change management, Mediation skills, Diversity management and Project management.

Key performance areas: • Responsible and accountable for overall management of the Financial Services Department. • Governance management and control • Advise the Accounting Officer and Senior Management on the exercise of powers and duties assigned to the Accounting Officer in terms of MFMA • Supervision and executing powers over the recording of financial transactions to ensure that all financial transactions are accounted for. • Ensure implementation of GRAP standards • Prepare Annual Financial Statement • Compiling the budget as per Treasury requirements • Supervision and control over financial aspects of capital projects (Financing, loan approvals, borrowing powers) • Maintenance of the asset register • Ensure the development and implementation of strategies that have measurable positive impact on financial performance • Overall responsibility and accountability for all income, expenditure, assets and discharge of all liabilities of the municipality

1. Interested persons should fill the application form available at the Fezile Dabi District Municipality Offices and website www.feziledabi.gov.za. The detailed CVs must be attached to the application form together with certified copies of relevant certificates including ID and submitted to: **The Municipal Manager , Fezile Dabi District Municipality, John Vorster Road, PO Box 10, Sasolburg, 1947.** It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach the proof thereof. 2. Candidates will be subjected to thorough evaluations, including a 2-day competency based assessment and that previous and current employers and references will be contacted. Verification will be done on the applicant's qualifications and criminal record. 3. Faxed, emailed, incomplete and late applications will not be considered. Canvassing will automatically disqualify a candidate

Due to the large number of applications we envisage to receive, applications will not be acknowledged. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application unsuccessful.

For enquiries please contact Municipal Manager (Ms. L Molibeli): Tel 016 970 8600/8607

Closing date: 30 September 2019

L MOLIBELI
MUNICIPAL MANAGER

Council reserves the right to make no appointment