



PROVINCIAL TREASURY

DEPUTY DIRECTORS: MUNICIPAL FINANCE UNIT (6 POSTS)

• **Joe Gqabi District (3)** • **Chris Hani District (2)** • **Cacadu (1)**

Salary: R434 505 per annum (Ref. PT 12/31)

Provincial Treasury is charged with championing Financial Management reforms in the Local Government sector, with particular focus on progressive implementation of the Municipal Finance Management Act (MFMA), including the following:

- Driving reporting in terms of the MFMA
- Assisting with capacity building and development of systems and procedures for municipalities
- Assisting with continuous drive for general Financial Management improvement indicated by positive audit outcomes, effective internal controls and governance systems, functioning Supply Chain Management, Asset Management, etc.

Excellent opportunities exist for all the individuals with appropriate skills who are enthusiastic, output-orientated and self-driven, to forward applications to be part of a winning team.

Key performance areas: Reporting to the Director, the incumbent will be responsible for:

- Analysing and providing advice on municipal budgets, revenue and expenditure management to inform appropriate corrective action by all stakeholders
- Developing sustainable revenue enhancement strategies and turnaround plans for needy municipalities
- Establishing supply chain management best practices within municipalities
- Facilitating the development and implementation of policies for effective asset management in municipalities
- Providing guidelines and hands-on support to municipalities on key processes such as budgets, audit issues, and annual financial statement preparation, noting the reporting requirements and best practices on Local Government Finance
- Reporting on Local Government performance to inform decision making by all relevant stakeholders.

Requirements:

- 3-year National Diploma/degree in Financial Management, or related field with Accounting as a major, alternatively majors in Supply Chain Management and/or Asset Management will also be considered, coupled with 3 years' managerial experience in municipal or financial management environment
- Ability to write reports, analyse financial statements, compile multi-year budgets, annual financial statements and cash flows
- Computer literacy
- Good communication skills (written and spoken)
- Interpersonal skills
- Client orientation and customer focus
- Willingness to be placed at any district in the Province as directed by Provincial Treasury.

Application instructions

Applications must be submitted on the prescribed application form (Z83), obtainable from any Public Service Department or go to www.gov.za and should be accompanied by a comprehensive CV, including at least two contactable referees, and certified copies of qualifications (including Senior Certificate), driver's licence (where applicable) and Identity Document (with an original certification stamp, Z83 form must be signed by an original signature).

It is the responsibility of applicants in possession of foreign qualifications to submit evaluated results by the South African Qualifications Authority (SAQA).

The Department of Provincial Treasury welcomes people with disabilities.

Short-listed candidates will be required to undergo security clearance.

All the appointments are subject to State Security Agency (SSA) security screening.

Applications can be forwarded through one of the following options:

- **Post:** The Director: Human Resources Management, Eastern Cape Provincial Treasury, Private Bag X0029, Bisho 5605
- **Hand Delivery:** Human Resources Section, Provincial Treasury, Room No 3052, 3rd Floor, Tlamashe Building, Bisho

Failure to submit a comprehensive CV, qualifications and the signed Z83 form will result in the disqualification of the application from the process. (No faxed applications will be accepted).

**Enquiries can be directed to
Mr Feni at (040) 609-5986/5521**

Closing date: 24 August 2012

**EASTERN CAPE
PROVINCE**