



**SAKHISIZWE**  
**MUNISIPALITEIT • UMASIPALA • MUNICIPALITY**  
 P.O. BOX 26, CALA, 5455  
 ERF 5556, UMTATHA ROAD: TEL – 047-877 5200, FAX – 047 – 877 0000  
 P.O.BOX 21, ELLIOT, 5460  
 15 MACLEAR ROAD, ELLIOT: TEL – 045 – 9311011 / FAX – 045 – 9311 361  
 WWW.SAKHISIZWE.GOV.ZA

<b>OFFICE OF THE MUNICIPAL MANAGER POSITION 1: CHIEF FINANCE OFFICER</b>	
NATURE OF EMPLOYMENT	FIVE (5) YEAR FIXED PERFORMANCE BASED CONTRACT
REMUNERATION	Total Remuneration package will be in terms of Government Gazette No 43122 dated 20 March 2020 <b>Remuneration Package: minimum – R815 063 midpoint – R905 626 -maximum R996 188</b>
PLACE TO BE STATIONED	Sakhisizwe Local Municipality (Cala & Khowa)
MINIMUM REQUIREMENTS	<ul style="list-style-type: none"> <li>• Grade 12 (Matric Certificate) A relevant B Com Degree or equivalent in Financial Management and or Accounting relevant qualification at NQF level 7</li> <li>• A post graduate qualification in the above field will be an added advantage.</li> <li>• Minimum 5 years relevant experience in middle management level preferable in Local Government.</li> <li>• Certificate Programme in Municipal Development (CPMD), Executive Leadership Municipal Development Programme (ELMDP)</li> <li>• Knowledge of MFMA, GRAP, GAMAP, treasury regulations, DORA and Supply Chain Management is essential</li> <li>• The ability to integrate service delivery in the context of the council's IDP and oversee the related budget and implementation</li> <li>• Computer Literacy.</li> <li>• Driver's license.</li> </ul>
KEY RESPONSIBILITIES	<ul style="list-style-type: none"> <li>• Advanced knowledge and understanding of relevant policy and legislation</li> <li>• Advanced understanding of institutional governance systems and performance management</li> <li>• Advanced understanding of council operations and delegation of powers</li> <li>• Good Governance</li> <li>• Audit and risk management establishment and functionality</li> <li>• Budget and finance management</li> </ul>

KEY PERFORMANCE AREAS	<ul style="list-style-type: none"> <li>• Reporting directly to the Municipal Manager, the post operates at a strategic level and provides strategic support to the business functions within Sakhisizwe Local Municipality with the main focus being:</li> <li>• Overall management of the Budget and Treasury office//Department.</li> <li>• Provide administrative support and Council support</li> <li>• Perform duties and functions delegated to the Chief Financial Officer by the Municipal Finance Management Act and as deleted by the Council and Accounting Officer.</li> <li>• Manage departmental budget, Human resources and other resources in accordance to local government legislations and treasury regulations</li> <li>• Advising the Municipal Manager timeously and effectively on matters pertaining to the directorate</li> <li>• Need for signing of an employment contract and performance agreement</li> </ul>
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Interested person should submit their detailed CV's, certified copies of qualifications and supporting documents with application form as stipulated in the Local Government Regulation on appointment and conditions of employment for Senior Managers, Government Gazette No 37245 dated 17 January 2014: All shortlisted candidates may be subjected to security vetting disclosure of financial interest, signing employment contract and performance agreement. The application form is available on the following website [www.sakhisizwe.gov.za](http://www.sakhisizwe.gov.za)

Sakhisizwe Municipality is an Affirmative Action and Equal opportunity employer, it encourages people with disabilities and women to apply and disclose the nature of their disabilities for the purpose of addressing the Municipalities Employment Equity Plan. Correspondence will be limited to successfully candidates only. If you have not been contacted within 01 month from the closing date, please accept that your application has been unsuccessful. Canvassing of Councillors is not permitted and will result to disqualification thereof. The Council reserves the right not to make any appointment.

Interested persons should submit their detailed CV's, certified copies of qualifications and supporting documents with application letters to:

**Applications should be addressed to:**

**Municipal Manager Or Delivered  
Nomthandazo. C Mazwayi**

Sakhisizwe Municipality	Sakhisizwe Municipality
P. O. Box 26	ERF 5556, Umthatha Road
CALA	CALA
5455	5455

**NB: Failure to submit documents listed above will result in disqualification. Faxed/emailed application will not be accepted and APPLICATIONS RECEIVED AFTER THE CLOSING DATE WILL NOT BE CONSIDERED.**

*Without prejudice and with due respect, correspondence will only be limited to short-listed applicants.*

The Municipality reserves the right not to make any appointment in respect of the advertised posts.

**Closing Date: 31 MARCH 2021@16H00**