

KUMKANI MHLONTLO LOCAL MUNICIPALITY

96 LG Mabindla street
Qumbu
5180
Eastern Cape

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Qumbu
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EXTERNAL VACANCY ADVERTISEMENT DATE: 11 JULY 2025

The Kumkani Mhlontlo Local Municipality is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability.

Suitably qualified persons are hereby invited to apply for the following vacancy which will be filled in terms of the Employment Equity Plan of the municipality.

DEPARTMENT	BUDGET AND TREASURY OFFICE
NAME OF THE POSITION	CHIEF FINANCIAL OFFICER
CONTRACT	Permanent based on government notice number 47370 of October 2022 and notice number 46470 of 17 August 2022
TASK GRADE	
ALL INCLUSIVE PACKAGE	Minimum R859,002 MIDPOINT: R965,907 MAXIMUM 1,055,932 per annum Remuneration package will be based on regulation on appointment and conditions of senior manager, government notice no 47538 of 18 November 2022
ADVERTISED	DAILY DISPATCH, LOCAL NEWS PAPER AND WEBSITE
MINIMUM REQUIREMENTS	<p>In terms of minimum competency requirements gazette No 37245. Matric or Senior Certificate. An appropriate bachelor's degree (NQF 7 with a minimum of 360 credits from a recognised tertiary institution) in the field of finance, Accounting, Economics. Certificate in MFMP/CPMD would be an added advantage. At least Five (5) years' experience at middle management level and have proven successful professional accounting or Local Governments finance experience. Good knowledge and understanding of relevant policy and legislation. Good understanding of institutional governance system and performance management. Good knowledge of supply chain management regulations and preferential procurement policy framework Act, 2000 (Act no 5 of 2000). A valid driving licence (code B) and own appropriate transport. Registration with recognised professional body would be an added advantage.</p> <p>OTHER REQUIREMENTS: Successful candidate will be required to:</p> <ul style="list-style-type: none">• Sign an employment contract, a Performance agreement and disclose any financial interest.• Undergo security vetting.• Under competency assessment <p>KEY ATTRIBUTES: Strategic in relations to planning, directing, managing and monitoring financial policies and practices of the municipality. Ability to lead and control the performance of the municipality's Budget and Treasury Department generally. Ability to execute monthly financial reconciliation in respect of revenue collections as well as expenditure. Capacity in budget implementation,</p>

	expenditure management, Asset management, Payroll administration cash flow and revenue management. Administrative acumen. Decision making acuity. Financial management resourcefulness and leadership resilience. Realistic and tough minded in mapping out the municipality's future state of financial position.
KEY RESPONSIBILITIES	<p>Plan and prepare Budgets and Financial Documentation in accordance with prescript of the MFA and organisation's strategy.</p> <p>To establish and maintain appropriate financial management systems.</p> <p>To establish and maintain appropriate asset management systems.</p> <p>To ensure utilisation of resources in responsible and sustainable manner.</p> <p>To establish and maintain mechanism and procedures to meet departmental and legislative requirements.</p> <p>To operate in a strategic leadership role and to advise on financial matters.</p> <p>Provide analysis of financial records.</p> <p>Advise on use of staff and resources.</p> <p>Evaluate the efficiency of work practices and administration.</p> <p>Ensure statutory requirements are met.</p> <p>Ensure financial accounts are completed.</p> <p>Attend to statutory audit.</p> <p>Regarding financial matters, effect risk management strategic in the department.</p>

CLOSING DATE : 31 JULY 2025 @12 :H00

ENQUIRIES : THE ACTING SENIOR MANAGER: CORPORATE SERVICES DEPARTMENT MR M. NQEKETHO (047-533 7000) DURING OFFICE HOURS.

NB: Kumkani Mhlontlo Local Municipality is an Affirmative Action employer. Should candidates not hear from the municipality after three (3) months from the closing date, they may regard themselves as having been unsuccessful.

All applicants must apply by writing the Application letter and send their Curriculum Vitae together with certified copies of their qualifications, Identity Document (ID) and Valid Driving Licence (where applicable) to:

***The Municipal Manager
Kumkani Mhlontlo Local Municipality
P.O. Box 31
Qumbu, 5180***

**FOR ATTENTION: THE ACTING SENIOR MANAGER: CORPORATE SERVICES DEPARTMENT
OR**

Submit their application letter, CV and certified copies of their qualifications and ID document and valid driver's licence where applicable by hand to.

The Acting Senior Manager: Corporate Services Department
Corporate Services Department
96 L. G. Mabindla Street
Qumbu, 5180

All applicants should note that, the selected candidates will be subjected to compulsory pre-employment screening in the form of qualifications, reference, criminal records, and competency assessment.



People with disability are encouraged to apply.

CORRESPONDENCE WILL BE LIMITED TO ONLY SHORT- LISTED APPLICANTS.

The Municipality reserves the right to approve or decline the appointment.

PLEASE NOTE: THAT NO FAXED OR E-MAILED APPLICATIONS WILL BE CONSIDERED AND THAT APPLICATIONS RECEIVED AFTER CLOSING DATE WILL NOT BE CONSIDERED.

*The appointment is made according to the Council conditions of service.
Canvassing support from Municipal Officials and Councillors is prohibited and any person found guilty thereof, will be disqualified with immediate effect.*

A handwritten signature in black ink, appearing to be 'L. Ndabeni', written over a dotted line.

Mr.L. Ndabeni
Municipal Manager

2025/07/10

Date