

Waterberg District Municipality is an equal opportunity employer subscribing to the Employment Equity Act, and hereby invites applications from suitably qualified persons to fill the under-mentioned posts: Women and disabled are encouraged to apply.

BUDGET AND TREASURY CHIEF FINANCIAL OFFICER

•REF: 4/3/1/PF-CFO/2019 | Five-Year Fixed Term Employment Contract | Station: Waterberg District Municipality with its Offices in Modimolle Town

Annual Total Remuneration Package: Minimum R857 571; Midpoint R980 082; and Maximum R1 102 590 per annum for a category 3 Municipality (*Annual Total Remuneration Package will be determined by competence, qualification, experience and knowledge read together with the guidelines as set out in Government Gazette No. 42023 dated 08 November 2018*). The successful incumbent shall be expected to sign an employment contract, performance agreement and disclosure of financial interest form. The candidate recommended for appointment to the post must undergo a competency assessment and security vetting. The recruitment for the Chief Financial Officer is in accordance with the Local Government: Regulations on appointment and Conditions of employment of Senior Managers and other relevant legislations and Regulations.

REQUIREMENTS: •At least a Bachelor's degree in Accounting/Finance/Economics or relevant qualification registered on the National Qualifications Framework at NQF Level 7 with a minimum of 360 credits •Minimum of five (5) years experience at middle management and must be in possession of a valid driver's licence •Proficiency in Local Government Financial legislative environment, Treasury Regulations, Supply Chain Management and other legislations governing Municipal Finance •Computer literacy (MS Word, Excel, Project and PowerPoint).

COMPETENCIES: As prescribed in Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers as published in Government Notice. 21 Government Gazette No. 37245 of 17 January 2014.

KEY PERFORMANCE AREAS: •Reporting directly to the Accounting Officer, the incumbent will be expected to perform amongst others: •Provide strategic leadership in Budget and Treasury Office •Develop and continuously evaluate short and long term strategic financial objectives •Ensure that internal financial targets and budgets are fully consistent with the Municipality's IDP, SDBIP and relevant agreements with other sectors of Government •Ensure effective and efficient management and control of municipal bank accounts and investment of surplus funds •Ensure compliance with and implementation of the MFMA •Advise the Accounting Officer on the exercise of powers and duties assigned to the Accounting Officer in terms of the MFMA •Assist the Accounting Officer in the administration of the Municipality's bank accounts and in the preparation and implementation of the budget •Perform such budgeting accounting, analysis, financial reporting, cash management, debt management, supply chain management, financial management, review and other duties as may in terms of Section 70 of the MFMA be delegated by the Accounting Officer to the Chief Financial Officer •Knowledge of performance management and reporting •Policy conceptualising, analysis and implementation •Compliance with and implementation of all Council resolutions and policies.

CORPORATE SUPPORT AND SHARED SERVICES NETWORK ADMINISTRATOR

•REF: 4/3/1/PF-NET-ADMIN/19 | Salary: R475 824 (Basic salary per annum excluding municipal employee benefits)
Post Level: 04 | Division: Information Communication and Technology

REQUIREMENTS: •Grade 12 plus a National diploma in IT or Networking Engineering or a Microsoft Certified System Administration Certificate and Microsoft Certified System Engineering Certificate •Minimum of 3 years working experience in municipal IT management systems •A valid Code 08 driver's licence.

KNOWLEDGE AND COMPETENCIES: •Good interpersonal report writing •Research and communications skills •Knowledge of project management, data management, network technology, networking standards relevant, IDP, PMS, Budget processes, municipal legislations and value chain analysis •Ability to deal with confidential information •Ability to work independently, long hours and under pressure when necessary to meet deadlines.

KEY RESPONSIBILITIES: •Manage and provide first line Network Support •Analyse and provide recommendations pertaining to the information systems hardware, software and capacitates end-user on specific applications •Responsible for supervising subordinates in the ICT Section •Develop, implement and monitor ICT and security policies •Manage and provide support associated with capability of application networks, servers, software, peripheral devices, connectivity and functionality devices •Responsible for monitoring bandwidth •Installation of new systems and software •Ensure that users' equipment and software in the Municipality are kept up-to-date to keep abreast with new technology •Ensure that the latest anti-virus software, patches and fixes are loaded on the servers as well as user's computers •Ensure that internet security, network security and physical security measures are taken against malicious harm and theft •Ensure that network printers are fully operational, shared for specific users and configurations are set for optimal printing •Implement effective backups and backup strategies •Perform day-to-day network maintenance, check graphs and monitor the overall health of the network functions.

CLOSING DATE: 02 AUGUST 2019 AT 16H00

All applications must be submitted on an official Waterberg District Municipality's application form that is downloadable on our website: www.waterberg.gov.za or obtainable from the reception desk. The form must be accompanied by a detailed updated CV, recently (not older than 3 months) originally certified copies of qualifications, ID, driver's licence and a signed covering letter that indicates the position you are applying for and must be sent by post to: The Municipal Manager, Waterberg District Municipality, Private Bag X 1018, Modimolle, 0510 or hand-delivered at: The Waterberg District Municipality, Harry Gwala Street, Registry Section, Room 27. Faxed, e-mailed, late applications and those without the relevant accompanying documents will not be considered.

NOTE: Qualifications, employment background checks and security vetting will be done for all the suitable candidates.

Further enquiries may be directed to Ms R.P.T. Makibelo, tel. 014 718 3367 or Mr J. Matlou, tel. 014 718 3339 during office hours.

Correspondence will be limited to short-listed candidates only. Should you not be contacted within 90 days of the closing date, please consider your application unsuccessful. The Waterberg District Municipality reserves the right not to appoint or fill the advertised posts.

M.M. MALULEKA - MUNICIPAL MANAGER



WATERBERG MUNICIPALITY