



Maphumulo Municipality, a category B1 hereby invites applications from suitably qualified and experienced individuals for appointment to the following posts.

POST : MANAGER FINANCE
SALARY (Task 15) : R 370 894.29 – R481 458.41 per annum
CONTRACT : Permanent

Basic Qualifications and Experience

An appropriate recognized three-year Degree/Diploma in Financial Management from a recognized tertiary institution. Must have three-year experience in Local Government Finances. Ability to communicate fluently in both IsiZulu and English. Valid unendorsed code B driver's license.

The following will be added advantage to the candidate.

- Post graduate financial management qualification
- Two (2) years municipal experience at accountant level
- CPMD/MFMP qualification as per National Treasury Regulation or studying towards the qualification.

Knowledge, skills and competencies required:

Knowledge and clear understanding of local government financial management. Clear understanding of regulations/ legislations prescripts in relation to Expenditure, Asset Management, Revenue and Budget & Financial Reporting. Knowledge and understanding of legal framework under which municipalities operate.

Key Performance Areas

Responsible for compilation of Annual Financial Statements. Development and review of financial policies to ensure municipal compliance with all applicable legislation, regulations etc. Rendering institutional support to the office of the Chief Financial Officer. Responsible for implementation of the Budget, Expenditure, Asset management, and Revenue applications. Development of business plans and sourcing funding for projects and programs. General management of funds transferred to the organization and bodies outside government. Responsible for budget preparation and implementation Advise the Chief Financial Officer on impending shortfalls, overspending and overdrafts. Responsible for preparing monthly budget statements, Mid-year budget and performance assessment. Ensure that financial reporting regulations.

Fringe benefits:

In addition to the above salary the municipality will offer a locomotion allowance, 13th cheque and further contribute towards the employee's Pension/Provident Fund and Medical Aid in accordance with its policy.

POST : MANAGER YOUTH
SALARY (Task 15) : R 370 894.29 – R481 458.41 per annum
CONTRACT : Permanent

Basic Qualifications and Experience

An appropriate recognized three-year Degree/Diploma in Social/Youth Development Studies or equivalent relevant qualification from a recognized tertiary institution. Must have three years' experience in youth development. Valid unendorsed code B driver's licence. Ability to communicate fluently in both IsiZulu and English.

Knowledge, skills and competencies required:

Understanding of a developmental local government. Knowledge of local government systems and processes. Good interpersonal skills. Ability to work under pressure. Excellent communication, presentation and financial management skills. Deadline driven and able to deliver high quality work. Ability to work in a team environment. Advanced computer literacy and project management skills.

Key Performance Areas

Co-ordinates and controls applications and processes with the organization and provision of information and support on the aims, objectives and plans to develop the youth and sporting potential of the municipality. Planning execution of deliverables with respect to youth & sporting projects. Responsible for coordinating support of sports & Youth councils. Clear understanding of various youth structures that should be established in wards. Ensures that Youth Structures are established and functional. Promotes sports development within Municipality jurisdiction. Manages the SALGA Games Project. Ensures that youth accesses all government and public sector opportunities that are available. Championing youth issues within Council and ensure that youth issues are brought to the mainstream. Liaises with sector Departments and the family of the LMs on youth issues and report to the relevant structures. Represent the municipality in various forums dealing with youth issues. Develops Youth Policy and Strategy for the Municipality.

Fringe benefits:

In addition to the above salary the municipality will offer a locomotion allowance, 13th cheque and further contribute towards the employee's Pension/Provident Fund and Medical Aid in accordance with its policy.

POST : ENVIRONMENTAL MANAGEMENT OFFICER
SALARY (Task 12) : R 253 780. 73 – R329 420. 91 per annum
CONTRACT : PERMANENT

Basic qualifications and experience

The applicant must be in possession of a three-year Degree or National Diploma in Environmental Management Studies or any relevant equivalent qualification from a recognized tertiary institution. Two years' experience in environmental management. Computer literacy certificate preferably in Ms Word, Excel and PowerPoint. Ability to communicate in both English and IsiZulu. Valid unendorsed Code 08 driver's licence.

Knowledge Skills and Competencies

Understanding of a developmental local government. Knowledge of local government systems and processes. Good interpersonal skills. Ability to work under pressure. Understanding of environmental and waste management.

Key Performance Areas

Facilitate environmental capacity development and education awareness program within the Municipality. Facilitate programs aiming to sustain municipal ecosystems and using natural resources efficiently. Promote programs responding to climate change. Facilitation and dissemination of information and technical / procedural advice relating to EIA, Waste Management License, Water Use License and Mining Rights applications. Facilitate and manage any other waste management activities.

Fringe benefits:

In addition to the above salary the municipality will offer a 13th cheque and further contribute towards the employee's Pension/Provident Fund and Medical Aid in accordance with its policy.

If you meet the requirements for any of these posts, please forward your application letter accompanied by detailed **Curriculum Vitae**, **certified copies of your tertiary qualification certificates** and **driver's licence** to the **Acting Municipal Manager**, Maphumulo Municipality, Private Bag X 9205, Maphumulo 4470. All applications and enquiries must be directed to **Mr. N D Hlongwa, Tel (032) 4814500. (Applications on Z 83, incomplete, late, faxed or e-mailed applications will NOT be accepted)**

CLOSING DATE: 02 July 2018 @ 12:00 midday. Due to a high volume of applications envisaged, communication will only be with short-listed candidates. If you do not hear from us within 2 months after the closing date, please consider your application as unsuccessful. The Council reserves the right to make or not to make any appointment.

The Council is an equal opportunity employer and subscribes to an employment policy which is non-racial, non-discriminatory, non-sexist and based on merit.

PN MHLONGO
MUNICIPAL MANAGER