



KAROO HOOGLAND MUNICIPALITY

With Head Office at Williston

The Karoo Hoogland Municipality was established in 2000. Karoo Hoogland Municipality consists of the following towns and areas: Sutherland, Williston and Fraserburg and surrounding rural areas.

The municipality comprises an area of 29 423 km² and falls within the area of jurisdiction of Namakwa District Municipality. Karoo Hoogland is a category B municipality as determined in terms of Municipal Structures Act (1998). Karoo Hoogland is a municipality with a Collective Executive System as contemplated in Section 2(a) of the Northern Province Determination of Types of Municipalities Act (2000) since 1 November 2021.

In exchange for your skills and expertise the Karoo Hoogland Municipality offers you a pleasant working environment thus invites suitable qualified candidates to apply for the following vacant position with head office at Williston:

DIRECTORATE FINANCIAL SERVICES POSITION LEVEL: MANAGER DIRECTLY REPORTING TO THE MUNICIPAL MANAGER

DIRECTOR: FINANCIAL SERVICES (PERMANENT APPOINTMENT)

Ref: No HR 001/04/2025

All aspects of our staffing processes shall be non-discriminatory and will afford applicants equal opportunity to compete for vacant positions:

Government Notice 4897 - A competitive remuneration package according to competencies and relevant experience plus a 10% remote allowance			
MUN CATEGORY	TOTAL PACKAGE PER ANNUM (MINIMUM)	TOTAL PACKAGE PER ANNUM (MIDPOINT)	TOTAL PACKAGE PER ANNUM (MAXIMUM)
1	R 880 228	R 978 031	R 1075 833

ESSENTIAL AND NON-NEGOTIABLE MINIMUM REQUIREMENTS:

Knowledge of the specified fields, knowledge of interpretation and implementation of policies and procedures, knowledge of performance management and reporting, knowledge of developmental local government in the South African context, competency in policy conceptualization, analysis and implementation.

- **B-degree in Accounting, Finance or Economics or a relevant equivalent (Financial management) at NQF Level 7 with a minimum of 360 credits**
- **Extensive knowledge of the Local Government: Municipal Finance Management Act of 2002, National Treasury Regulations and all other related legislation, policies and regulations**
- Compliance with all the requirements (minimum competency levels) as prescribed and contained in the Municipal Regulations on Minimum Competency levels, Gazette No. 29967 of 15 June 2007 (As amended by the Government Notice No.1146 Government Gazette No.41996 of 26 October 2018); i.e. South African Qualifications Authority Compliance with all the requirements as contained in the Municipal Regulations on Minimum Competency levels, Gazette No. 29967 of 15 June 2007; i.e. South African Qualifications Authority Qualification ID No. 48965 for Chief Financial Officer of municipalities, e.g. CPMD, MFMP, etc. If a newly appointed person is not in possession of this Competency, he/she must complete it within eighteen (18) months from the date of employment, in accordance with Government Notice No. 91 of 03 February 2017, as promulgated in Government Gazette No. 40593;
- Must possess the **Core competencies** as stipulated in Annexures A (Local Government: Competency Framework for Senior Managers) and Annexure B of the Regulations on Appointment and Conditions of Employment of Senior Managers, as set out in Government Notice No.21 Government



Gazette No 37245, dated 17 January 2014. (As amended by the Government Notice No.1146 Government Gazette No.41996 of 26 October 2018)

- Minimum of **5 years financial experience at middle management** level of which 3 years must be within Local Government.
- Valid Code B driver's license and own transport.
- Competency in the use of computer programmes, especially in Excel, PowerPoint, Internet and Word.
- Knowledge and understanding of computerised Financial Systems
- Knowledge of Mscoa
- Good facilitation and communication skills in at least two of the official languages of the Northern Cape;
- Professional Registration will be an added advantage.

Core Functions will include: As provided for, but not limited to the provisions of the Local Government Municipal Systems Act, No. 32 of 2000 and the Local Government Municipal Finance Management Act, No 56 of 2003.

APPLICATIONS:

- Candidates are required to complete the prescribed "Annexure C" application form as per Regulations on Appointment and Conditions of Employment of Senior Managers Government Notice 21 Government Gazette 37245 dated 17 January 2014 which is obtainable from the internet at Karoo Hoogland Municipality Website (failure to do so will result in the candidate being disqualified);
- The abovementioned completed application form, accompanied by a Detailed Curriculum Vitae(not more than 5 pages), a cover letter and contactable references as well as the consent form and the below mentioned certified copies must reach the municipality at the specified address by no later than 30 April 2025 at 12:00 PM.
- No faxed or e-mail applications will be considered.
- Applications not accompanied by **certified copies (not older than 3 months)** of **Grade 12 Senior Certificate, ID, driver's license and qualifications** will not be considered.
- Canvassing with Councillors or any other decision-maker is not permitted and proof thereof will result in disqualification.
- All applicants are subject to reference checks from previous and current employers, verification of qualifications, security vetting/screening, credit and criminal record checks. Competency assessment should also be disclosed. It will be required from the successful candidate to sign an employment contract, performance agreements and to disclose financial interest.
- Council reserves the right not to make any appointment.

Applications can be posted/couriered to The Municipal Manager

Attention: Mr. J Jonkers

**Karoo Hoogland Municipality
P.O. Box 165 / 2 Mulder Street
WILLISTON
8920**

To be deposited in the APPLICATIONS BOX at the Williston Reception Cashier's Office

OR CAN BE HAND DELIVERED AT: Karoo Hoogland Municipality at the Office of the Municipal Manager:
Karoo Hoogland Municipality, 2 Mulder Street, P.O Box 165, Williston, 8920.

Enquiries may be directed to the Municipal Manager: Mr J Jonkers (053) 285 0998 during office hours between 07:30 am – 16:45pm Monday to Thursdays and Fridays till 13:30pm.

Closing Date : 30 April 2025, 12:00