



FRANCES BAARD

DISTRICT MUNICIPALITY / DISTRIKSMUNISIPALITEIT
MASEPALA WA SEDIKA / U MASEPALA WE SITHILI

Frances Baard District Municipality is a dynamic equal opportunity employer where goals are achieved through teamwork and the pursuit of excellence in service delivery. The municipality has the following vacancies:

DEPARTMENT: FINANCE
VACANCY: MANAGER BUDGET AND TREASURY

Ref. no: 17/24

PERMANENT POSITION
TASK 16

Basic salary: R592 596.00 – R769 152.00 (plus benefits: Pension, Medical aid scheme, Group life insurance, motor vehicle allowance, Housing subsidy, 13th cheque)

Requirements: The applicant must be in possession of a bachelor's degree or BTech degree in financial management/Accounting/economics majoring in finance. A minimum of 4 – 5 years relevant experience on supervisory level in budget management. A valid code 8 Drivers' license. Excellent knowledge of budgeting, accounting and financial reporting.

Key Performance Areas: Applying financial accounting procedures to control and report on performance and activities. Monitoring income and expenditure transactional processes against budget and investigating variances with a view to correcting and aligning outcomes. Reviewing general ledger entries, analyzing income and expenditure recording against specific votes and informing Revenue and Expenditure Sections to rectify misallocations. Analysing capital expenditure against provisions and applying specific formulae and policy guidelines to verify calculations as per statutory requirements. Consolidating information, setting out anticipated revenue and appropriating expenditure under different votes. Verifying projections/ estimations making comparisons with previous financial performance, collection levels to dates and the availability of surpluses not committed for other purposes. Completing and forwarding the draft Capital and Operating Budget, approval and consolidation into final budget reports, attaching analytical reports detailing possible shortfalls (cash flow) in resources to accomplish functional objectives and/ or, economic trends impacting financial performance. Preparing financial reports containing an analysis of management and transactional accounts reflecting borrowings, expenditure, revenue, capital expenditure, allocations received and returns from investments. Providing explanations of material variances from actual to projections and includes possible measures to contain financial projections within the approved budget. Submitting completed financial statements, cash flow and related financial performance reports to the immediate superior and, effecting adjustments/ amendments in accordance with comments prior to forwarding to Finance Portfolio Committees. Ensure financial reports accurately reflect the financial solvency and stability of the Municipality and supports discussion and decision making processes.

Appointments will be made according to the municipality's employment equity policy and affirmative-action practices. The completion of application forms is mandatory, and must be accompanied by detailed and comprehensive curriculum vitae and is to be accompanied by originally certified copies of ID and qualifications not older than 3 months. Applications should be forwarded to the following postal address: THE MUNICIPAL MANAGER, FRANCES BAARD DISTRICT MUNICIPALITY, PRIVATE BAG X6088, KIMBERLEY 8300 or hand delivered to: 51 DRAKENSBERG AVENUE, CARTERS GLEN, KIMBERLEY.

Application forms are available from the municipal office and/or may be downloaded from the municipal website; www.francesbaard.gov.za. Enquiries can be directed to: Mrs. Pulane Matsitse/Mrs. Lesedi Job, Tel: 053-838 0912/911.

Note: Designated groups, including people living with disabilities, are particularly encouraged to apply. FAXED OR EMAILED APPLICATIONS WILL NOT BE CONSIDERED. Successful candidates will be subjected to a compulsory reference and validation checks. The District Municipality reserves the right to make no appointments.

Closing Date: 16 August 2024

MUNICIPAL MANAGER, MS ZM BOGATSU