

The Knysna Municipality, which lies strategically within the southern region of the Western Cape, in the middle of the Garden Route and stretches from Sedgfield in the West to Knoetzie in the East, requires suitably qualified and experienced persons to lead the Municipality as Chief Financial Officer and Director: Planning and Development. The successful applicants will be committed to achieving Knysna's mission statement, viz:



KNYSNA
Municipality
Munisipaliteit
uMasipala

"To provide affordable quality services, alleviate poverty, and facilitate social and economic development of the Greater Knysna Municipal Area through integrated development planning, skills development and the sustainable use of resources"

Knysna strives towards rendering a high quality service to all its residents and is fully committed to a policy of Employment Equity.

CHIEF FINANCIAL OFFICER (DIRECTOR: FINANCE)

Salary: Negotiable between R768 305 and R987 820 per annum

(Possible negotiation with the successful candidate on the above package after referral to the MEC)

Contract period negotiable

The successful incumbent will be the Chief Financial Officer (Director: Finance) of the Knysna Municipality and will manage the entire Finance Directorate.

Duties/responsibilities: • Responsible for the preparation and the control of the budget • Ensure compliance with all sections of the MFMA, other financial Legislation and Regulations • Preparation of annual financial statements according to prescribed standards • Develop and facilitate the implementation of the Supply Chain Management system consistent with the legislative framework • Ensure that the Budget and Medium Term Revenue and Expenditure Framework of the Municipality are aligned to the five-year IDP of the Municipality • Lead and manage the Finance Directorate currently composed of Budget Office, Income, Supply Chain Management and Information Technology departments.

In order to meet the needs of the Knysna Municipality, the successful applicant will conform to the following requirements: • B Com (Hons) degree in the fields of Accounting, Finance or Economics at an acceptable institution and a Certificate in Municipal Finance Management (SAQA Qualification ID No 48965) for Chief Financial Officers of Municipalities, as is provided for in Regulation GN R493, dated 15 June 2007 or a Chartered Accountant • Minimum of 7 years' relevant experience at a senior and middle management level, of which at least 2 years must be at senior management level • Experience in a municipal finance environment will be an added advantage • A proven institutional transformation record in the public or private sector • The required core competencies as stipulated in Annexures A and B of the Regulations on Appointment and Conditions of Employment of Senior Managers, Government Notice 21 in Government Gazette 37245, dated 17 January 2014 • Advanced knowledge and understanding of relevant policy and legislation • Advanced understanding of institutional governance system • A proven track record of budget and finance management • Ability to be an innovative and strategic leader • Good facilitation and communication skills in at least two of the three official languages of the Western Cape • Local Government experience, preferably on the senior level, would be an added advantage • Valid driver's licence and NO criminal record.

DIRECTOR: PLANNING AND DEVELOPMENT

Salary: Negotiable between R768 305 and R987 820 per annum

(Possible negotiation with the successful candidate on the above package after referral to the MEC)

Contract period negotiable

The successful incumbent will be the Director: Planning and Development of the Knysna Municipality and will manage the entire Planning and Development Directorate.

Duties/responsibilities: • Lead and direct planning and development services including town planning, building control, environmental management, integrated human settlements, local economic development and integrated development planning • Ensure the development and integration of the local spatial development and land use management • Develop, implement and monitor the Integrated Human Settlement Strategy • Coordinate the development, implementation and monitoring of the Integrated Development Plan and Economic Development Strategies • Ensure the development and implementation of Environmental Management Strategy • Integrate service delivery in the context of the Council's IDP and oversee implementation • Manage the Directorate's budget planning, implementation and budget review to support priorities and deliverables in relation to the Integrated Development Plan • Provide advice and support to the Council, the Municipal Manager and other office bearers on all functions of the Directorate.

In order to meet the needs of the Knysna Municipality, the successful applicant will conform to the following requirements: • A BSc degree in Building Sciences/Architecture or B degree in Town and Regional Planning/Development Studies, or equivalent • 5 years' experience at middle management level with proven successful professional developmental/town and regional planning experience • Experience in either a Provincial or Municipal Planning and Development environment will be an added advantage • In-depth knowledge and understanding of relevant policy and legislation • Good understanding of institutional governance systems and performance management • Good knowledge of supply chain management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000) • Knowledge of Geographical Information Systems (GIS) • Knowledge of spatial, town and development planning • Project management certificate or diploma will be an added advantage • Registration as a Professional Planner in accordance with the Planning Professions Act, 2002 (Act No. 36 of 2002) will be an added advantage • Sound visionary, strong leadership and management skills and strategic thinking and decision-making abilities • Excellent communication skills (verbal and written) • Clear understanding of the developmental challenges facing local government • The proven ability to liaise and interact with individuals, role-players and agencies on a senior level in all three spheres of government • The ability to develop, implement and manage strategic goals, policies, procedures and plans for the Directorate and align them with the strategic objectives of the Municipality • Local Government experience, preferably on the senior level, would be an added advantage • The ability to integrate service delivery in the context of the Council's IDP and oversee the related budget and implementation • Valid driver's licence and NO criminal record • Certificate in Municipal Minimum Finance Management (SAQA Qualification ID No 48965) for Senior Managers of Municipalities, as is provided for in Regulation GN R493, dated 15 June 2007.

Please note:

1. It would be expected of candidates to be subjected to thorough evaluations and that previous and current employers and references will be contacted. Verification will be done on his/her qualifications, criminal and credit record. The candidate will be required to disclose all financial interests.
2. All applications must be submitted with a detailed CV, certified copies of qualifications and Identity Document (ID), the names of three references from current and previous employers and a fully completed official application form, as available from the municipal website or the Human Resources Department, to be couriered to the Human Resources Department, PO Box 21, Knysna 6570 or fax 044 302 6333 or e-mail: knysna@knysna.gov.za
3. Appointment is subject to the signing of an employment contract and performance agreement in terms of Section 56 of the Municipal Systems Act. The appointment will be done in accordance with the Regulations on Appointment and Conditions of Employment of Senior Managers.

Closing Date: 27 September 2016

Applicants will be informed of the outcome of the selection process upon completion thereof.

C F B MATTHEUS
ACTING MUNICIPAL MANAGER

The Council reserves the right not to make an appointment.