



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

FINANCIAL SERVICES

Manager: Budget and Costing

Minimum Requirements: Relevant tertiary qualification • Code 10 drivers license.

Other Requirements: Minimum of five (5) years relevant local government experience and 2 years relevant financial supervisory experience • Proven experience and exposure to the disciplines mentioned above • Proven strategic thinking skills, as well as decision-making ability • Well-developed facilitation, financial and management skills • Proven ability to function under work- and time pressure • High level of computer literacy • Good health and attendance record • Good interpersonal relations • Good language proficiency in two of the three official languages of the Western Cape (Afrikaans, English and Xhosa).

Responsibilities/Duties: Manage and coordinate the activities of the Budgeting and Costing Section • Facilitating and preparation of the three-year medium term revenue and expenditure framework (MTREF) • Facilitating and preparation of the adjusted operational and capital budgets • Coordination of annual review of budget related policies • Responsible for legislated return forms in terms of the budgetary function and assisting with statutory reporting • Compilation of the financial information for inclusion in the Service Delivery Budget and Implementation Plan to use as the overarching monitoring tool of council's financial performance • Implement effective budget control management • Maintenance of costing structure • Coordination of daily budget related and costing queries • Assist with the compilation of financial statements.

Job related enquiries: Mr Marius Wüst- Tel (021 808 8528)

Salary: R 448 425.54 – R 582 088.74

T16 of a Grade 4 Local Authority (subject to evaluation)

In addition to the abovementioned salary, this position offers competitive benefits which include a 13th cheque, medical aid, pension, housing subsidy/allowance and removal costs under certain conditions.

Applications, clearly marked, accompanied by a comprehensive CV, a covering letter and the details of contactable referees, may be posted to the Human Resource Management Services at Stellenbosch Municipality, P.O. Box 17, Stellenbosch, 7599. No e-mails or faxes will be accepted.

Please note: By applying for this position, the candidate consents to verification checks of qualifications and criminal records. Candidates must be willing to be subjected to a rigorous evaluation process. Certified proof of your qualifications and driver's licence is a requirement for selection and must be attached to your CV. Candidates who do not submit all the supporting documentation as requested, will not be considered for this position. Receipt of applications will not be acknowledged and no supporting documentation will be returned.

Closing date: 20 December 2017 @ 12h00



Stellenbosch Municipality is an Equal Opportunity employer. Candidates from the designated groups, including those with disabilities, are encouraged to apply.

If you do not hear from us within ten weeks of the closing date, please regard your application as unsuccessful. For more details on vacancies, visit our website www.stellenbosch.gov.za. The Council reserves the right not to make an appointment and to add/amend/change the salary package.