



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

FINANCIAL SERVICES

Manager: Financial Asset Management

Minimum Requirements: B. Com. Degree or equivalent tertiary qualification in the fields of Accounting or Finance. Honours degree would be an added advantage.

Other Requirements: Minimum of five (5) years relevant local government experience and at middle management level in the field of municipal asset management and GRAP accounting, specifically in accounting for municipal assets • 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) • Computer literacy (advanced skills in MS Office and more particularly MS excel)

Responsibilities/Duties: Financial Management Of: Assets, Insurance and Fleet • Develop and maintain annual asset management plans • Prepare and draft policy documents using internationally accepted best practice principles • Facilitate annual IAM budget planning process • Improving the quality of asset register and insurance information • Compiling and managing the budget of the Asset and Insurance Management Division • Managing the Insurance Fund of the Municipality compliant with the Insurance Management Policy and Standard Operating Procedures • Develop, implement and maintain a fleet management program and system to ensure effectiveness; affordability and efficiency

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 @ 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.
