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WE HAVE AN EXCITING CAREER OPPORTUNITY FOR:

- **Chief Financial Officer**

**APPLICATION REQUIREMENTS**

- Complete the online job application form and attach all relevant and updated documents (Certified Qualification/s/Certificates, ID, and CV).
- Applicants should take note that they can be required to provide proof of original documents during the selection process.
- You will be requested to provide a brief description of your work experience relating to the vacancy.
- Applicants with membership to professional bodies need to provide a membership number and expiry date.
- If you are an internal applicant, your employee number will be required.
- Applicants are advised to use Google Chrome when applying for CoJ positions.

**DISCLAIMER**

- The City of Johannesburg is currently recruiting and will not demand payment in any form for any job placement. All vacancies are advertised in newspapers and on the CoJ website.
- The City of Johannesburg applies the principles of employment equity as per the National legislation and policy guidelines and will consider designated groups in line with these requirements. We are an equal-opportunity employer.
- By submitting your application for a position at the City of Johannesburg, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related process.
- However, registering your CV and/or receipt and acknowledgment of any kind shall not be an indication that your application will be successful and/or lead to employment.
- The City of Johannesburg shall not be liable for any damage, loss, or liability of whatsoever nature arising from your use of the job opportunity section of this website.
- The City of Johannesburg reserves the right not to make an appointment.



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## Chief Financial Officer (Permanent Position)

<b><u>DEPARTMENT:</u></b>	Johannesburg Tourism Company (JTC)
<b><u>BRANCH:</u></b>	<b>Tourism</b>
<b><u>DESIGNATION:</u></b>	Chief Financial Officer
<b><u>REMUNERATION:</u></b>	R1 681 595,09 pa (all-inclusive total cost to company)
<b><u>LOCATION:</u></b>	Sandton Library Offices, Nelson Mandela Square, West Street, Sandton

### **Minimum Requirements:**

- Grade 12 plus B Com Financial Accounting, Chartered Accountant (SA) (NQF level 7);
- Meet the standards set out in the Core Competency Regulations;
- 10 years of extensive experience in a financial management role, of which 4 years should be at a senior management level within a public sector organization;
- Code 08 (B) driver's licence.

### **Primary Function:**

**Provide strategic direction and leadership to ensure the financial sustainability of the organization. Provide high-level administrative, and operational support and policies to facilitate the achievement of corporate administrative aims and objectives ensuring the effective and efficient delivery of corporate operations. Lead and direct the governance of financial management and corporate services in order to ensure a customer-centric and financially sustainable organization that embraces sound governance principles by focusing on the following:**

- **Budgeting and master budget management;**
- **Financial and Management Accounting;**
- **Supply Chain Management and targeted procurement (targeted groups)**
- **Supplier Development and EPWP**
- **Hospitality and Catering**
- **Technology and Information (Finance, Accounting and Procurement Systems)**
- **Human Resources**
- **Facilities Management**
- **Risk Management**

### **Key Performance Areas:**

- Provide strategic management to the JTC;
- Ensure strategic and operational risk management;
- Provide adequate budget management and forecasting;
- Conduct investment management for the sustainability of the organization;
- Conduct financial/investment feasibility studies;
- Ensure effective and sound financial management;
- Ensure effective supply chain management;



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- Create systems and an innovative-driven environment for improved efficiency;
- Provide effective human resource management;
- Ensure improved management of facilities;
- Effective control and efficient management of hospitality and catering services;
- Provide for effective management approach of employees.

#### Leading Competencies:

- Financial related and results-oriented and attention to detail;
- Strategic Planning, Policy Development, Monitoring & Evaluation, Finance/Budgeting, Human Resources, Planning and Management;
- Project management, Conceptualizing and report writing skills;
- Government Systems, Stakeholder Management, Contract Management, Problem-solving, Analytical, Innovative;
- Computer literacy including MS Office Applications;
- Accountability;
- High level of confidentiality and organisational skills;
- Time Management, working independently, under pressure, and the ability to prioritise.

#### Core Competencies:

- Knowledge of Municipal Policies, frameworks, procedures, and prescripts;
- Knowledge of MFMA, IDP, and Budgeting Processes;
- Knowledge of strategic management, risk management, budgeting and forecasting;
- Knowledge of the local government environment, investment management, financial management, Supply Chain Management, Information Management, Human Resources Management, Facilities Management, and Personnel Management;
- Collaborative/Teamwork, Values and Integrity, Attention to detail, and quality-focused;
- Customer and Service Delivery Management (Batho Pele) Ethics, Professionalism;
- Impact and Influence according to City's protocols, legislation, and standards.

***“All suitably qualified candidates are encouraged to apply and will be considered. The City of Johannesburg applies the principles of employment equity as per National legislation and policy guidelines and will consider designated groups in line with these requirements. Preference will be given to previously disadvantaged groups including those with disabilities. Appointments will be made in accordance with the approved Employment Equity Plan to promote its equitable representation in terms of race, gender, and disability.”***

**Please take note that only online applications will be considered. Please apply by using the following link below:**

[https://share-eu1.hsforms.com/1BJOsLaksS5mQgjjprt8L\\_wew554](https://share-eu1.hsforms.com/1BJOsLaksS5mQgjjprt8L_wew554)

**APPLY ONLINE VIA THIS LINK: [www.joburg.org.za](http://www.joburg.org.za)**



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**ENQUIRIES ONLY:**

Contact Person: Pelisa Sindelo

Tel No: 011 407 6560

**CLOSING DATE: THURSDAY, 27 JULY 2023**

Applicants are respectfully informed that, if no notification of appointment/response is received within six (6) weeks of the closing date, they must accept that their application was unsuccessful. By submitting your application for a position at the City of Johannesburg, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related process. In terms of the Talent Acquisition Policy of the City of Johannesburg, you hereby consent to the following risk checks should your application be shortlisted:

- Credit Record,
- CV validation and
- Employment record verification,
- Criminal check, and
- Identity validation.