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WE HAVE AN EXCITING CAREER OPPORTUNITY FOR:

## PERMANENT POSITION Deputy Director: Financial Management

### 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.
- Any misrepresentation or failure to disclose material information on the application form or CV will automatically disqualify your application.



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## DEPUTY DIRECTOR: FINANCIAL MANAGEMENT

<b><u>DEPARTMENT:</u></b>	Group Finance
<b><u>BRANCH:</u></b>	<b>Property Branch</b>
<b><u>DESIGNATION:</u></b>	<b>Deputy Director: Financial Management</b>
<b><u>REMUNERATION:</u></b>	R57 490,39 pm (basic salary, excluding benefits)
<b><u>LOCATION:</u></b>	66 Jorissen Place, Braamfontein

### **Minimum Requirements:**

- Grade 12 plus a Bachelor's Degree in Accounting or Financial related qualification/Chartered Accountant at NQF level 7;
- 7 – 9 years' overall managerial experience in the compilation, analysis, and interpretation of financial management reports and balance sheets analysis;
- 4 years experience at middle management level;
- Preference will be given for experience in Financial Management within the local Government sphere and Public Sector spheres;
- Experience in budgeting, income and expenditure management and asset management;
- Project management, risk management and auditing will be an added advantage.

### **Primary Function:**


**Provide and implement strategic management, leadership, and guidance of the Financial Management Section in ensuring that the Property Branch meets its mandate and has a sound and functional financial management and compliance in accordance with the Municipal Finance Management Act, No. 56 of 2003 and other relevant local government legislation, Generally Recognised Accounting Practice (GRAP) and to ensure its financial performance and position are reported accurately and completely.**

### **Key Performance Areas:**

- Budget formulation, implementation and monitoring;
- Ensure prudent financial management and accurate financial reporting;
- Implementation of an efficient and effective journal process;
- Management of Property Branch's compliance to the City's Supply Chain Management policies and procedures;
- Management of Internal and External audit;
- Management and monitoring of Property Branch's expenditure;
- Compile and review financial analysis;
- Efficient and effective asset management;
- Implement good governance and effective risk management systems;
- Participate in stakeholder management internally and externally, this includes the City's municipal owned entities;
- Direct and control outcomes associated with utilization, productivity, and performance of people and to implement sound labour relations within the Directorate;



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- Manage specific administrative and reporting requirements associated with the Section and Individual performance;
- Ability to analyse and interpret financial information.

#### **Leading Competencies:**

- Excellent Report writing skills;
- Computer literacy in SAP (Finance) and MS Office Applications (Word, Excel, and PowerPoint);
- Presentation skills;
- Excellent verbal and written communication skills to all levels and personalities;
- Ability to work independently and where necessary take key decisions in complex situations, as well as stand by the decision/s taken;
- Problem solving ability;
- Excellent planning, organizing and time management skills.

#### **Core Competencies:**

- Extensive knowledge about Local Government Finance and governing legislation;
- Extensive knowledge of Generally Recognised Accounting Practice (GRAP);
- Knowledge of Municipal Finance Management Act and other relevant legislation;
- Strategic orientation
- Performance Management and Financial Reporting;
- 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/1dMCEU2lgQIOcl0vuyebPVgew554>

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

#### **ENQUIRIES ONLY:**

**Contact Person:** Pearl Fambe  
**Tel No:** 011 021 3269



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**CLOSING DATE: WEDNESDAY, 27 MARCH 2024**

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,
- Employment record verification,
- Criminal check,
- Identity validation.