The successful incumbent will report to Senior Manager: Financial Management Services.

**Minimum Requirements:** B. Degree (in Financial Accounting, Management Accounting) • Valid Driver’s license. • Minimum of five (5) years relevant local government experience and 2 years relevant financial supervisory experience • Minimum competency unit standards or obtained within 18 months of appointment

**Other requirements** Proven experience and exposure to the disciplines in Budget & Costing • Analytical 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:** Monique Steyl (021 808 8512)

**General Enquiries:** Lanese September 021 808 8064 or Lucretia Koegelenberg 021 808 8102

**Salary:** R 542 940.77 - R704 776.40 (subject to evaluation) Plus benefits

Applications, clearly marked, accompanied by a comprehensive CV, a covering letter and the details of contactable referees, must be emailed to the Human Resource Management Services at Stellenbosch Municipality at the following email address specifically linked to the above Directorate: financejobs@stellenbosch.gov.za

Please note that Stellenbosch does not have an application form. Please state the name of the position in the subject of your email for identification purposes. Applications for the above mentioned vacancy must be sent via the given email. If not it will not be considered. No hand delivered or posted applications will be considered.

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. Originally completed applications, accompanied by originally-certified true copies of qualification certificates (degrees, diplomas, certificates, school certificates, etc.) as well as required driver’s licenses, Professional Driver’s Permits and registration certificates from professional bodies, where applicable. Receipt of applications will not be acknowledged and no supporting documentation will be returned. No copies of certified copies will be accepted.

Cavassing with Councillors or any other decision-maker/members of the Selection Committee, is not permitted and proof thereof will result in disqualification of your application

**Closing date:** 12 October 2020 @ 12:00

Stellenbosch Municipality is an Equal Opportunity employer. Candidates from the designated groups, including those with disabilities, are encouraged to apply. The requirements of the Employment Equity Act will be considered as part of the selection criteria/process. If you do not hear from us within ten (10) 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.