

PERMANENT POSITION

Department: Community Development

Branch: Finance

Director: Finance**Salary Range: R55 052.66 pm (basic salary excluding benefits)**

Educational requirements and experience: B Com degree in the Finance Field or equivalent (NQF level 7) • Must have a valid driver's licence Code B • At least ten years' experience within finance and Supply Chain Management • Five year Senior Management experience • Qualification and experience in terms of minimum competencies prescribed by National Treasury.

Job description: To lead, direct and control the Finance Directorate Community Development so that: • Its financial position is reported accurately; the finance section runs efficiently and effectively and conforms to the requirements of the municipal Finance Management Act and the City's financial strategies and policies • Its key performance areas and results indicators associated with the provision of an effective administrative service to Community Development Directorates are managed by aligning the administrative aspect of strategy, policies and procedures and document management to ensure the optimum utilisation of resources in terms of administrative practices • Establish strategic leadership, direction and control over the Finance Directorate in the Community Development • Advise and evaluate the Finance Directorate and transfer of knowledge at Directorate level to six directors to enhance their ability to effectively manage the units under their control and be able to lead accountability in respect of core functions to the lowest level of the organisation based on competency limitations • Analyse financial systems in terms of overall strategic plan of the directorate and develop a plan of action that will ensure departmental strategies are supported. This Directorate manages the finances of the following sections within the City: Sport and Recreation, Library and Information Services, Arts and Heritage Directorate and Strategic support units of Community Development.

Contact Person: Lizelle Cooke. **Tel No:** (011) 407 6681. **Email:** Lizellec@joburg.org.za.
Workplace: 158 Civic Boulevard Metro Centre, Braamfontein.

This is an employment equity targeted position and preference will be given to EE targeted groups including people with disabilities.

Closing date: 13 November 2018.

The City of Johannesburg is an equal opportunity employer and reserves the right not to make an appointment.

Appointments will be made in accordance with the CoJ's EE Policy.
Application letter together with comprehensive CV must be forwarded to
the contact details as mentioned above.

If you have not heard from us within 6 weeks of the closing date,
please consider your application as unsuccessful.

