

Address of Registered Office:

Old Government Printers
No.5 Textile Road
Vulindlela Heights
Mthatha
5100

Postal Address:

P.O Box 1134
Mthatha, 5100



Tel : +27 (0) 47 531 0346

Fax: +27 (0)47 531 4121

E-Mail : info@ntinga.org.za

Website : www.ntinga.org.za

ADVERTISEMENT

Ntinga O.R. Tambo Development Agency SOC Ltd, a Municipal Entity of O.R. Tambo District Municipality is looking for a suitably qualified and experienced candidate to fill the following position.

1. CHIEF FINANCIAL OFFICER

Five year-performance based contract

SALARY: GRADE E4 (PATERSON GRADING SYSTEM)

KEY PERFORMANCE AREAS

- Work to protect all Ntinga assets, ensure compliance with financial regulations, close the books correctly, and communicate value and risk issues to the CEO and the Board.
- Guide effective, efficient and economic financial management and administration in line with the MFMA, Regulations and Treasury Instructions.
- Guide the effective and efficient preparation and management of Ntinga's budget.
- Guide the effective and efficient management of the Entity's revenue.
- Regulating and maintaining cash flows and the short, medium and long-term viability of Ntinga operations.
- Lead and manage the financial reporting process.
- Oversees the supply chain management.
- Oversees the management of all Entity's assets.
- Oversees the management of Ntinga's liabilities.
- Coordinate and ensure efficiency of the audit process.
- Guide the management of risks within the Entity.
- Guide, establish and maintain appropriate stakeholder relations.
- Direct and guide financial projects.

Ntinga O.R. Tambo Development Agency SOC Ltd: A Municipal Entity of the O.R. Tambo District Municipality (Reg. 2016/272582/30)

*Directors: Ms. U.N. Mkize; Dr. L.L. Ndabeni; Ms. N.S.N. Bam; Dr. N.T. Ndudane;
Ms. N.D.A. Ngewu; Mr. M.M. Pupuma; Mr L. Mbiko (Acting CEO)*

Post Requirements

Minimum Educational Qualifications required

- At least a Bachelor Degree or NQF level 7 in fields of Accounting or Finance.
- Must have completed articles.
- Good Computer Literacy in Microsoft office (Word, Excel & Power point).
- Knowledge of Sage Pastel Evolution-will be an added advantage.
- Certificate in Municipal Finance Management Programme (MFMP or CPMD) will be an added advantage. A successful candidate will be required to attain it within 18 months after employment.
- Valid code 08 Driving License

Desired Experience:

- At least seven (7) years relevant experience at Senior and Middle Management level of which at least three (3) must be at senior management level.
- Proven knowledge of Local Government Legislation and prescripts.
- Appropriate understanding of GRAP standards.
- Detailed knowledge of corporate governance, transformation and resource mobilization interventions.

Kindly submit your application, comprehensive CV, certified copies of qualifications, ID and driving license to:

The Head: Corporate Services

Ntinga O.R. Tambo Development Agency, SOC Ltd
No.5 Textile Road, Vulindlela Heights, Mthatha 5099
or Post to P.O. Box 1134 Mthatha, 5099.
or Email to recruitment@ntinga.org.za

Failure to submit any of the documents listed above will result in automatic disqualification of your application.

Ntinga O.R. Tambo Development Agency, SOC Ltd is an equal opportunity employer, people with disabilities and women are encouraged to apply. Preference will be given to African Females in terms of Ntinga's Employment Equity Plan.

The Board reserves the right not to continue with the interviews and appointment if it feels no suitable candidate could be found. **If you do not hear from us within 30 days after the closing date, you may regard your application as unsuccessful.**

Enquiries: Ms V. Mviko: Tel: 047 495 0543 or Ms O. Gangatha: Tel 047 495 0522.

Closing date: 23 December 20211

**RECOMMENDED CANDIDATES WILL BE SUBJECTED TO BACKGROUND SCREENING
AND COMPETENCY ASSESSMENT**



MR L. MBIKO
CHIEF EXECUTIVE OFFICER