Drakenstein Municipality, an employer that is committed to equal employment opportunities, invite people who qualify to apply for the below mentioned vacancy within its Financial Services Department.

PERSONNEL VACANCY
EXTERNAL APPLICATIONS WILL BE CONSIDERED

MANAGER: FINANCIAL PLANNING (F-SFPS-AC1)
DEPARTMENT: FINANCIAL SERVICES
DIVISION: FINANCIAL PLANNING AND ACCOUNTING

SALARY SCALE	**TASK LEVEL 16 – Total cost to company – R1 398 207.46 – R1 695 095.53 per annum** **BENEFITS: Car Allowance, Medical aid, Housing allowance, Pension and Group life**

JOB PURPOSE:
To support the Senior Manager: Financial Planning and Accounting in ensuring the municipality's financial stability and strategic alignment with municipal goals. This involves developing and maintaining long-term financial plans, revenue models, and budgets, while ensuring compliance with financial regulations and standards. The role includes collecting and analysing data, preparing financial reports, supporting audits, and managing stakeholder interactions to optimize resource utilization, enhance financial performance, and promote transparency and accountability in municipal financial operations.

SELECTION REQUIREMENTS FOR THE POST:

- A relevant 3-year tertiary qualification (BCom or BTech) with financial accounting as a major subject.

OTHER REQUIREMENTS/SKILLS:

- Valid Code B driver's license.
- A high level of responsibility and the ability to work under pressure.
- Extensive knowledge and a deep understanding of South African Standards of GRAP, supported by strong financial management skills and the ability to interpret and apply accounting standards for financial reporting and auditing purposes.
- Knowledge of the MFMA, understanding of the municipal finance management environment and the service delivery role of local government.
- Understanding of the principles of internal control, including those relating across the finance spectrum.
- Compliance in terms of the Municipal Minimum Competency regulations, Gazette No 29967 date 15 June 2007. (Compliance base on a municipality with an annual budget above R500 million.) (Must be obtained within 18 months of appointment)
- Computer literacy (advanced skills in MS Office and more particularly MS Excel).
- Proficiency in at least two (2) of the official languages of the Western Cape – speak, read and write.

EXPERIENCE:

- 8 years relevant experience

COMPETENCIES

• Accounting • Procurement • Budgeting • Financial Management • Costing • Financial Reporting • Financial Process management • Oral Competencies • Written Communication • Organizational awareness • Problem solving • Planning and organizing	• Interpersonal relationships • Communication • Service Delivery Orientation • Action and outcome orientation • Resilience • Cognitive ability • Change readiness • Learning Orientation • Impact and influence • Team orientation • Direct Setting • Coaching and mentoring

GENERAL INFORMATION:

1. A service bonus equivalent to one month's salary, where applicable, will be payable and be supplemented by the normal benefits applicable to the Municipality including housing allowance for homeowners subject to certain conditions.
2. The Municipality is an equal opportunity employer and respects the conditions of the Employment Equity Act. Preference will be given to candidates who comply with the Employment Equity Targets but will not be the only criteria applied.
3. All applications are subject to reference checking and verification of qualification checking, which means that by applying for a position at the Municipality, you give us consent to do the various checking.
4. Applications received after the closing date, or which have been received without the application form and documentation/s mentioned below will not be considered.
5. Canvassing of any councillor and/or member of the Appointment Committee and/or any personnel member of the Municipality will not be allowed and will immediately disqualify applicants.
6. Only short-listed applicants will be contacted for interviews. Applicants can regard their applications as being unsuccessful if no feedback has been received within three (3) months from the closing date.
7. Placement of candidates for work can be done in any area of Drakenstein. This area covers Simondium, Paarl, Wellington, Gouda, Hermon and Saron.
8. Applications within the **Drakenstein municipal area** will be receiving preference.
9. The Municipality respects the conditions of the Protection of Personal Information Act. By submitting your information and application you confirm that the information you have provided to us is true, correct and up to date.
10. Successful candidates will be expected to sign a contract of employment, disclosure of benefits and interest and a performance contract (where applicable) with the employer.
11. Candidates that arrive late for interviews will be disqualified.
12. The Municipality reserves the right not to make an appointment.

Application forms can be obtained from the Human Resources Offices at the Civic Centre, Berg River Boulevard, Paarl, 7622 (Mondays to Fridays from 08:00 until 15:30) or on the Drakenstein Municipal website www.drakenstein.gov.za. Clearly indicate the reference number for the post you are applying for on the pre-scribe application form. Your fully completed application form must be accompanied by your CV and relevant certified supporting documents when handing it in. Certified copies must not be older than three (3) months **No fax copies will be accepted.** ***No CVs will be returned on the applicant's request, therefore please do not send us your original certificates.***

Your application can be submitted via email to: financejobs@drakenstein.gov.za, hand delivered or posted to Drakenstein Municipality, Human Resource Offices, PO Box 1, Berg River Boulevard, Paarl, 7622.

Closing date for emailed applications: 13 November 2026 - 12:00am
Closing date for hardcopies: 13 November 2026 – 15:30pm

CITY MANAGER