

NKANGALA ECONOMIC DEVELOPMENT AGENCY (NEDA)

CHIEF EXECUTIVE OFFICER (5-YEAR CONTRACT)

Total Cost to Company: Remuneration negotiable
(Based in Middelburg, Mpumalanga)



NEDA, registered as the Nkangala Economic Development Agency, is a state-owned limited company established in February 2023 and is wholly owned by the Nkangala District Municipality. NEDA seeks to appoint a goal-oriented person with drive and dedication to putting our vision into action.

JOB PURPOSE:

The Chief Executive Officer (CEO) serves as the organization's symbolic leader and is ultimately responsible for setting the vision, values, corporate culture whilst developing, organizing, carrying out, and integrating the Board-approved strategic direction. The CEO is tasked with acting as the organization's highest-ranking executive and directing business processes and procedures for all parts and divisions. This includes managing general operations, directing the formation and execution of the business' long- and short-term strategies, communicating effectively with all stakeholders and making critical decisions that will have a significant impact on the organization.

ACADEMIC QUALIFICATION REQUIREMENTS:

- An appropriate NQF Level 8 Post Graduate degree in the field of economics, law, finance, or in business management (Compulsory)
- Master's degree in Business Management, Business Administration, Business Leadership, (Advantageous)
- Executive-level leadership and management professional development programs (Desirable).

EXPERIENCE REQUIREMENTS

The candidate must have a minimum of ten (10) years relevant experience in an Executive or Senior Management position of which five (5) years must be relevant and demonstrable experience in driving economic development, growth management and/or a track record in investment promotion, management, and business retention. In addition to interpersonal and negotiation skills, the candidate must have strong knowledge of packaging business opportunities in key economic sectors of the Nkangala District.

KNOWLEDGE AND SCOPE OF WORK

Strategic planning, business development, prioritization and delegation, financial knowledge, human resource management, leadership, client relations and formulate policies in terms of the functioning of the NEDA.

DUTIES

- Contribute to the development of NEDA's strategy to ensure that it is aligned to the Nkangala District mandate (NDM).
- Create, improve, implement, and control the organization's operating methods and procedures that improve the organization's operational and financial efficiency.
- Monitor the progress and implementation of departmental action plans to implement the organization's strategic plan and adhere to project plans and deadlines.
- Input into the preparation of the annual budget to meet the strategic goals of the organisation.
- Financial management oversight and ultimate accountability.
- Oversee fundraising for potential projects or initiatives.
- By fostering a culture of high performance inside the Agency, lead and manage the executive team in achieving the established goals and targets of NEDA.
- Oversee, guide, and develop the Executive Management Team, effectively distributing tasks to all managers so they may run productive and successful departments.
- Ensure that the Executive team's tasks and responsibilities are made clear, that performance goals are established and monitored, and that Executive performance evaluations are conducted.
- Ensure that an executive succession strategy is created and put into action.
- Manage strategic human resources in compliance with applicable laws, policies, and procedures.

COMPETENCIES

- Strategic capability and leadership.
- People Management and empowerment
- Financial Management.
- Knowledge of implementation of legislative and national policy frameworks.
- Knowledge of developmental local government
- Competence in policy conceptualization.
- Problem solving and analysis.
- Knowledge of global and South African specific political, social, and economic contexts.
- Service delivery innovation.
- Client and customer focus
- Programme and project management.
- Change management.
- Honesty and integrity.

Closing date for applications: 30 May 2023

NOTE: *Nkangala Economic Development Agency is a designated, equal opportunity, representative employer. **Persons with disabilities and African, Indian and Coloured Females** are especially encouraged to apply, although this does not suggest that the process of recruitment excludes members from non-designated groups. All applications must be made on a covering letter enclosing the candidate's comprehensive CV together with certified copies of qualifications and documents; and be returned by email to e-recruitment@nkankagaladm.gov.za. Shortlisted candidates will be subjected to suitability checks including qualifications, employment records, criminal records, and company ownership/directorship and reference checks. Applications not accompanied by the required documentation will not be considered and late applications will not be considered. Please note that NEDA reserves the right not to fill the above position.*

If you do not receive any response within three (03) months after the closing date, please accept that your application has been unsuccessful. Regret correspondences will be limited to shortlisted candidates only. For enquiries, kindly contact Ms. SN Silinda on 013 249 2082 or email silindasn@nkangaladm.gov.za.



NKANGALA ECONOMIC DEVELOPMENT AGENCY (NEDA)

CHIEF FINANCIAL OFFICER (5-YEAR PERFORMANCE BASED CONTRACT)

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(based in Middelburg, Mpumalanga)**



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JOB PURPOSE

The Chief Financial Officer (CFO) will be the organization's highest-ranking finance executive reporting directly to the Chief Executive Officer (CEO) and is broadly expected to develop, implement, and maintain NEDA's financial strategy. Furthermore, the CFO must have knowledge of PFMA, PPPFA, Treasury Regulations and IFRS, knowledge of accounting systems and packages of auditing and accounting and procurement practices in public entity, in particular Auditor General requirements.

QUALIFICATION REQUIREMENTS

- An appropriate NQF Level 8 Post Graduate degree in Accounting (Compulsory).
- Masters in finance, Accounting, Business Management, Business Administration, or any other finance related studies (Advantageous).
- Executive-level leadership and management professional development programs (Desirable);
- Registration with professional body, e.g., SAICA, SAIBA (Advantageous).

EXPERIENCE REQUIREMENTS

The candidate must have a minimum of ten (10) years relevant experience in a senior management position, of which five (5) years must be quantifiable results achieved in a senior finance role. In addition to interpersonal and negotiation skills, the successful candidate must have strong knowledge of both Nkangala District's key sectors as well as packaging investment opportunities.

KNOWLEDGE AND SCOPE OF WORK

Strategic planning and business development, prioritization and delegation, financial expertise, human resource management in tandem with NEDA's Chief Executive Officer (CEO).

DUTIES

- Contribute to the development of NEDA's strategy to ensure that it is aligned to the Nkangala District mandate (NDM).
- Enhance NEDA's financial and accounting systems, processes, tools, and control systems.
- Draft budgets and manage the actual costs in line with the approved budgets.
- Analyze complex situations comprising multiple and conflicting priorities and to find innovative and effective solutions to embedded problems.
- Track cash flow, financial planning and analyze the company's financial strengths and weaknesses and then proposing strategic directions.
- Input into the preparation of the annual budget to meet the strategic goals of the organisation.
- Oversee alongside the CEO, fundraising for and packaging of potential projects or initiatives.
- Demonstrate excellent people management, motivation, financial and project management, communications, planning, evaluation, and governance skills.
- Financial management oversight and ultimate accountability.

COMPETENCIES

- Strategic, Analytical and leadership capabilities
- People Management and empowerment
- Financial Management
- Risk Assessment Skills
- Knowledge of developmental local government
- Problem solving and analysis.
- Strategic Collaborator
- Knowledge of global and South African specific political, social, and economic contexts.
- Service delivery and Procurement innovation
- Client and customer focus
- Programme and project management.
- Change management.
- Honesty and integrity

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NKANGALA DISTRICT MUNICIPALITY

EXTERNAL VACANCIES



Nkangala Economic Development Agency is advertising the following two (2) vacancies:

1. **CHIEF EXECUTIVE OFFICER**
2. **CHIEF FINANCIAL OFFICER**

Full details of the advert are accessible on the Council's website www.nkangaladm.gov.za. Nkangala Economic Development Agency is a designated, equal opportunity, representative employer. Persons with disabilities and African, Indian and Coloured Females are especially encouraged to apply, although this does not suggest that the process of recruitment excludes members from non-designated groups. Interested and qualifying applications must be made on a covering letter enclosing the candidate's comprehensive CV together with certified copies of qualifications and documents; and be returned by email to e-recruitment@nkankagaladm.gov.za. Shortlisted candidates will be subjected to suitability checks including qualifications, employment records, criminal records, and company ownership/ directorship and reference checks. Applications not accompanied by the required documentation will not be considered and late applications will not be considered. Please note that NEDA reserves the right not to fill the above positions.

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Closing date: 30 May 2023 @ 16H30