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## IUCMA EXTERNAL JOB ADVERTISEMENT

**Closing date: 22 May 2026**

Inkomati-Usuthu Catchment Management Agency (IUCMA) is a water resources management institution established in terms of the National Water Act, 1998 to perform sustainable and equitable integrated water resource management within the Inkomati-Usuthu Water Management Area (WMA) in Mpumalanga.

Highly motivated and creative individuals seeking to join this exciting and rapidly growing institution who are suitably qualified are invited to apply for the following vacancies.

### EXECUTIVE CORPORATE SERVICES (NELSPRUIT, HEAD OFFICE)

#### Remuneration Package within salary band E1 (Ref no 03/26/27)

**Requirements:** The candidate must possess a four-year qualification in Administration or relevant field. Eight (8) to ten (10) years' experience in Corporate Services environment (Human Resource Management, Legal, Records, facility Management, Auxiliary, IT, Communication & Marketing) of which five (5) years should be in Management or Senior Management level. A valid driver's license

**Knowledge, skills and competencies required:** Knowledge of HR, IT, Records legislations. PFMA and related legislations, POPI, PAJA, PAIA Integrity, Accuracy, and Attention to detail, Analytical, Accountancy, Decision making skills, Multi-tasking skills, results driven. The ability to work under pressure and to liaise effectively at all levels. Conflict Resolution, Strategic capability and leadership, people management and empowerment, service delivery and innovation, negotiation and communications skills (verbal & written), High level of report writing skills, Financial Management, programme and project management, problem solving and analysis, change management and diversity, knowledge management, client orientation and customer focus, honesty and integrity, A clear understanding of transformation and public service administration processes. Willingness to work after hours when necessary.

**Key performance Areas:** Oversee the development and implementation of Human Resource Policies and related legislations. Provide oversight to the development and implementation of HRM strategy to ensure the alignment with IUCMA strategy. Provide oversight to the selection, maintenance and implementation of HRM systems and processes. Oversee the compliance in terms of Occupational Health and Safety Act. Manage and provide leadership to the staff. Oversee and ensure that all Information Communication Technology (ICT) policies are in place and implemented. Ensure secured and stable ICT environment. Ensure that Disaster Recovery, Risk Management and Data Recovery Plans are developed and implemented. Oversee the development, review and implementation of ICT plan. Oversee the development and implementation of ICT Corporate Governance Policy. Oversee the development and implementation of records management policies and procedures. Ensure that procedures with regards to security and confidentiality of records, access of information are implemented. Oversee the development and implementation of IUCMA file plan. Oversee the Development and implementation of communications strategies that successfully communicates key messages of the IUCMA to the public. Provide oversight to contracts for facilities management. Prepare and present

reports to the Governing Board on Marketing and Communications Strategies and activities. Oversee the Development of Marketing strategies that effectively markets the organization and educates the public in terms of IUCMA related issues. Oversee the Development and review the Corporate Identity Guidelines to ensure professional corporate image. Oversee the Management the Development and the review of Corporate Social Investment (CSI) strategies of the IUCMA. Oversee the Provision of legal support to ensure compliance with relevant legislations. Oversee the Development of Enterprise Risk Management tools, practices, and policies to analyse and report enterprise risks, and to manage risks according to an enterprise risk management framework. Oversee and Ensures the Agency's risk management policies and strategies follow applicable regulations, rating agency standards, and strategic imperatives of the Agency. Oversee the Insurance and Risk Management and / or Business Continuity Planning activities for the Agency. Advice on strategic corporate management skills and project management principles.

#### **CHIEF FINANCIAL OFFICER (NELSPRUIT, HEAD OFFICE)**

##### **Remuneration Package within salary band E1 (Ref no 04/26/27)**

**Requirements:** The candidate must possess a degree qualification in Accounting/ Financial Management. Qualified Chartered Accountant (CA) will be an added advantage. Eight (8) to ten (10) years' experience in finance, revenue and supply chain management of which five (5) years should be in Management or Senior Management level A valid driver's license.

**Knowledge, skills and competencies required:** Knowledge of Financial Management, PFMA and related legislations, Payroll, Procurement and Supply Chain Management. Integrity, Accuracy, and Attention to detail, Analytical, Accountancy, Decision making skills, Multi-tasking skills. The ability to work under pressure and to liaise effectively at all levels. Conflict Resolution, Strategic capability and leadership, people management and empowerment, service delivery and innovation, negotiation and communications skills (verbal & written), Report writing, Financial Management, programme and project management, problem solving and analysis, change management and diversity, knowledge management, client orientation and customer focus, honesty and integrity, stakeholder management, Corporate Governance, Objectivity in the management of the Agency's affairs and the ability to interact at both strategic and operational levels. A clear understanding of transformation and public service administration processes. Willingness to work after hours when necessary.

**Key performance Areas:** Ensure the Management of financial policies and procedures are in place and adhered to. Provision of sound financial management to enable the institution to make informed decision. Provide strategic advice to the institution in respect to financial Management. Oversee the budgeting and expenditure monitoring processes. Ensure full compliance to the PFMA, Treasury Regulations and all other relevant Acts and related legislations. Ensure that Annual financial statements are accurately prepared and submitted timeously to the Department of Water and Sanitation/ National Treasury and External Auditors as required by PFMA. Ensure the management of institutional budget. Ensure proper management of Assets including asset verification process. Develop and review of risk models and the mitigation of risk by suitable policies/ procedures, proper segregation of duties and development of appropriate internal control procedures. Perform any necessary transactions including journals for provisions for inclusion in the management accounts. Oversee the Management of the generation of management accounts on a quarterly basis. Address any budget variances in conjunction with Line Manager. Provide all necessary deliverables for the external audit. Ensure the Compilation and submission of quarterly and annual financial statements. Provide sound Supply Chain Management to enable the institution to make informed decision. Oversee that the appropriate Supply Chain Management, which is fair, equitable, transparent, competitive and cost effective. Oversee the development, implementation and monitoring of Demand Management, Acquisition Management and Logistics



Management Plans. Improve performance and efficacy of the institutional. procurement system by enhancing the National Procurement Framework, Procurement Architecture and Regulations to be aligned and responsive to National legislations. Oversee the Development of Procurement plan and Demand Plan Templates. Oversee the Development of procurement strategies for IUCMA. Oversee the management of billing & invoicing, debt management and customer relations management. Ensure and oversee that billing is conducted on a monthly basis. Advise on strategic financial skills and project management principles. Manage and provide leadership to the staff. Prepare performance contracts on an annual basis.

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IUCMA is an equal opportunity employer and reserves the right not to make an appointment or to withdraw the advert. It is the institutions' intention to promote equity through the filling of vacancies in compliance with the Employment Equity Plan. To facilitate this process successfully, an indication of race, gender and disability status is required.

Suitable candidates will be subjected to suitability checks (criminal record, citizenship, financial/ asset record, qualifications and previous employment). The successful candidate will be subject to a six (6) months' probationary period. **Only South African citizens will be considered.** Correspondence will be limited to shortlisted candidates only.

**Candidates should submit a comprehensive curriculum vitae (CV) with at least 3 contactable references, certified copies of qualifications, ID and driver's license (not older than 6 months certification)**

**Suitably qualifying candidates should apply as follows:**

Chief Financial Officer (CFO):

Application Link: [CFO Application Link](#)

Email Address: [cfo@tblaboursolutions.co.za](mailto:cfo@tblaboursolutions.co.za)

Executive Corporate Services (ECS):

Application Link: [Executive Corporate Services Application Link](#)

Email Address: [ecs@tblaboursolutions.co.za](mailto:ecs@tblaboursolutions.co.za)

**For enquiries: Contact Keketso Nefale at 010 143 6743**

**Closing date: 22 May 2026**

**All applications received after the closing date will not be considered.**

*If you have not received a response from IUCMA within **three months** after the closing date, consider your application unsuccessful.*

