OCCUPATIONAL CERTIFICATE

Municipal Finance Manager

SAQA ID	NQF LEVEL	CREDITS	DURATION	QUALITY PARTNER
118775	8	721	72 Months	LGSETA

OVERVIEW

The Occupational Certificate: Municipal Finance Manager prepares learners to lead, manage, implement, oversee, and report on municipal budgeting, financial management, governance, and supply chain operations in alignment with the Municipal Finance Management Act (MFMA) and related legislation. It is designed for learners employed within municipalities who hold a finance, accounting, or economics-related bachelor's degree (or an NQF Level 6 certificate in public finance) and seek strategic leadership and professional certification readiness in municipal finance.

WHAT YOU WILL BE ABLE TO DO

Develop and implement financial management policies in line with the relevant regulatory framework. Prepare and implement corporate governance and risk management initiatives. Maintain best audit and assurance practices and processes. Provide strategic advice and direction on resource allocation and service delivery implementation. Manage financial and non-financial performance reporting processes to support accountability. Design, develop and manage the effective and efficient preparation of the annual budget of the municipality. Develop and manage the supply chain and asset implementation strategies. Manage appropriate practices in respect of municipal revenue, expenditure, assets and liabilities.

MODULES

Knowledge Modules (241 Credits) 121101-001-00-KM-01: Municipal Budget Preparation and Implementation, Level 8, 15 Credits 121101-001-00-KM-02: Supply Chain Management, Level 8, 20 Credits 121101-001-00-KM-03: Municipal Financial Reporting and Analysis, Level 8, 18 Credits 121101-001-00-KM-04: Municipal Asset and Liability Management, 7 level, 12 Credits 121101-001-00-KM-05: Municipal Revenue and Expenditure Management, Level 8, 12 Credits 121101-001-00-KM-06: Corporate Governance and Risk Management, 7 Level, 12 Credits 121101-001-00-KM-07: Strategic Planning and Management, Level 8, 18 Credits 121101-001-00-KM-08: Cost Management and Capital Planning, level 8 , 16 Credits 121101-001-00-KM-09: Municipal Financial Information Systems, Level 8, 15 Credits 121101-001-00-KM-10: Audit Assurance and Investigations, Level 8, 16 Credits 121101-001-00-KM-11: Public Private Partnership in Municipal Service Delivery, Level 8 , 20 Credits 121101-001-00-KM-12: Municipal Financial Accounting, Level 7 , 18 Credits 121101-001-00-KM-13: Quantitative Economics, Level 7, 16 Credits 121101-001-00-KM-14: Applied Managerial Statistics, Level 7,

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15 Credits 121101-001-00-KM-15: Public and Economic Policy Analysis, Level 8, 18 Credits

Practical Skill Modules (150 Credits) 121101-001-00-PM-01: Develop and Implement Financial Management Policies in Line with the relevant Regulatory Framework, Level 8, 20 Credits 121101-001-00-PM-02: Prepare and Implement Corporate Governance and Risk Management Initiatives, Level 8, 10 Credits 121101-001-00-PM-03: Maintain the Audit and Assurance Practices and Processes, Level 8, 20 Credits 121101-001-00-PM-04: Provide Strategic Advice and Direction on Resource Allocation and Service Delivery Implementation, Level 8, 22 Credits 121101-001-00-PM-05: Manage Financial and Non-Financial Performance Reporting Processes to Support Accountability, Level 8, 24 Credits 121101-001-00-PM-06: Design and Manage the Effective and Efficient Preparation of the Municipality's Annual Budget, Level 8, 20 Credits 121101-001-00-PM-07: Develop and Manage the Supply Chain and Asset Execution Strategies, Level 8, 20 Credits 121101-001-00-PM-08: Manage Practices in Respect of Municipal Revenue, Expenditure, Assets and Liabilities, Level 8, 14 Credits

Work Experience Modules (330 Credits) 121101-001-00-WM-01: Drafting and Implementation of Financial Management Policies in line with the Relevant Regulatory Framework, Level 8, 45 Credits 121101-001-00-WM-02: Preparation and Implementation of Corporate Governance and Risk Management Initiatives, Level 8, 35 Credits 121101-001-00-WM-03: Maintenance of the Audit and Assurance Practices and Processes, Level 8, 40 Credits 121101-001-00-WM-04: Strategic Advice and Direction on Resource Allocation and Service Delivery Implementation, Level 8, 45 Credits 121101-001-00-WM-05: Management of Financial and Non-Financial Performance Reporting Processes to Support Accountability, Level 8, 50 Credits 121101-001-00-WM-06: Management of the Effective and Efficient Preparation, and Implementation of the Municipalities' Annual Budget, Level 8, 30 Credits 001121101-001-00-WM-07: Municipal Supply Chain and Asset Implementation Strategies, Level 7, 40 Credits 121101-001-00-WM-08: Practices Related to Municipal Revenue, Expenditure, Assets, and Liabilities, Level 8, 45 Credits

CAREER OPPORTUNITIES

Municipal Finance Manager (Local Government / Municipalities) Strategic and Operational Financial Leadership Roles in Municipal Finance Master of Commerce: Government Finance and Auditing (via vertical articulation to NQF Level 9)

ENTRY REQUIREMENTS

NQF Level 6 qualification in Economics/Accounting/Finance (learners without a relevant bachelor's degree in these fields are required to complete an NQF Level 6 certificate in public finance to gain entry).

ASSESSMENT

The assessment strategy comprises two stages:

Integrated Formative Assessment:Conducted internally by the skills development provider using stipulated internal assessment criteria and weightings, which together with work experience leads to entrance into the external assessment. External Integrated Summative Assessment (EISA):Conducted through the QCTO Assessment Quality Partner (LGSETA) via a written assessment and evaluation of practical tasks at decentralised approved assessment sites by an assessor panel evaluated by AQP-registered assessors

over one (1) day, focusing on the exit level outcomes and associated assessment criteria.

ACCREDITATION

Type	Accreditation number	Valid until
Assessment centre	01-QCTO/AC-TTC160626191718	14 Jun 2031
QCTO SDP	01-QCTO/SDP010524085442	28 Apr 2029
QCTO SDP	05-QCTO/SDP240824104357	22 Aug 2029

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