



Musina Makhado Special Economic Zone (MMSEZ) SOC is a wholly owned subsidiary of Limpopo Economic Development Agency (LEDA) established in terms of the Special Economic Zones (SEZ) Act (No. 16 of 2014) and Company's Act. The MMSEZ SOC as an economic development agency aims to promote national economic growth and exports by using support measures to attract targeted foreign and domestic investments and technology transfer. The company is tasked with facilitating creation of an industrial complex and developing infrastructure required to support industrial activities in Limpopo province. The MMSEZ SOC seeks to make the following appointment:

## SENIOR MANAGER: FINANCE & MANAGEMENT ACCOUNTING

Five (5) year performance based fixed term contract

The Senior Manager: Finance & Management Accounting reports to the Chief Financial Officer, and is expected to, amongst others:

**Duties: Sound Financial Implementation Plan:** Support MMSEZ costing and reporting framework development and implementation; Manage financial planning and analysis for the finance and supply chain management divisions. Manage cash flows, budget creation, forecasting, and identify risks and mitigation strategies. Implement a business performance management system to track divisional performance against strategic objectives. **Sound Financial leadership:** Manage annual capital commitment and expenditure budgets for the finance division to execute strategic plans; Manage the maintenance and control of fixed assets aligned to relevant regulations; and manage the annual budget and report major financial commitments, exposures, and risks to the CFO. **Sound corporate governance:** Manage the financial planning, financial risk management and allocation of resources in the procurement process; and support the CFO in developing standardised financial management and supply chain management policies, procedures, processes, and standards. Monitor and enforce the compliance of finance-related activities with relevant regulations, sound business practices, and Board approved policies. **Effective & Sustainable Financial Accounting Practices:** Manage the audit process by coordinating documentation preparation, liaising with internal and external auditors, and facilitating the resolution of any raised matters; and prepare IFRS compliant annual financial statements in line with, PFMA, Companies Act and any other necessary legislation. **Organisational effectiveness through People Leadership:** Implement financial management and accounting policies, procedures, and systems that support MMSEZ's transformation objectives; Manage financial planning, resource allocation, and performance metrics for management up-skilling programs with cost-benefit analysis; and Manage financial planning, resource allocation, and performance metrics for management up-skilling programs with cost-benefit analysis.

**Requirements:** Applicants must be in possession of a valid postgraduate qualification, Honours degree (NQF Level 8) in Finance/Accounting/Management Accounting. Five (5) years' experience in financial accounting/management accounting in economic development or comparable environment. The candidate must be registered with a recognised professional body as a Chartered Accountant (SAICA).

**Skills and competencies:** Knowledge of Accounting Systems & Procurement in Public entity, in-depth knowledge of auditing practices (AGSA), and Knowledge of PFMA, PPPFA, Treasury Regulations, IFRS, Company's Act, King IV and other relevant regulations. Financial and Project Management skills, drafting budgets & managing cash flow and costs, and must be Energetic, Creative, & Committed.

The closing date for applications is 27 October 2025

## ACQUISITION MANAGEMENT OFFICER

Five (5) year performance based fixed term contract

The Acquisition Management Officer reports to the Manager: Supply Chain Management:

**Duties: Acquisition Planning and Management:** Identify the principal risks of MMSEZ Supply Chain business and implement systems to manage and mitigate risks. Develop MMSEZ's acquisitions guidelines, tactics, and plans for Acquisitions Section activities. Evaluate quotations in line with legislative, policy and processes ensuring requirements are met. Facilitate bidder pre-qualification using information gathered through on-site visits to inform specifications. **Committed Stakeholder Relationship Management:** Collaborate with relevant counterparts for benchmarking and alignment. **Sound corporate governance:** Implement a control framework ensuring periodic procurement status reports, vendor performance reports, and contract performance reports. Monitor the compliance of acquisitions-related activities with investors' terms, relevant regulations, and Board approved policies. **Effective & Sustainable Financial Accounting Practices:** Analyse acquisitions trends and compare the monthly performance of acquisitions and tenders to their projected outcomes to gain insights into acquisitions management

**Requirements:** Applicants must be in possession of a valid NQF Level 6 National Diploma qualification/degree in Supply Chain Management or related field. A minimum of two (2) years relevant experience in Supply Chain Management.

**Skills and competencies:** Practical knowledge of auditing practices (AGSA); parliamentary/legislative concepts, functions, procedures and practices; the State Procurement Policies and Practices; PFMA, PPPFA, Treasury Regulations, IFRS, Company's Act, King IV and other relevant regulations; the State Procurement Policies and Practices. Financial and Project Management skills. Communication skills. Planning & Evaluation skills. Analytical skills. Sound judgement. Business Report Writing. Project/Program Management. SCM Practice in Public Sector, etc.

The closing date for applications is 03 November 2025

## MANAGER SECTOR SPECIALIST: AGRO-PROCESSING AND MANUFACTURING

Five (5) year performance based fixed term contract

The Manager Sector Specialist: Logistics reports to Executive Manager: Investment Promotion and is expected to, amongst others:

**Duties: Sector Development (Agro -processing and manufacturing):** Assess agro-processing and manufacturing industry growth trends, opportunities and constraints, develop a roadmap, and sector analysis and recommend opportunities to the Executive. Develop and recommend sector strategies and operating plans to manage the potential impact of risks associated with agro-processing and manufacturing initiatives. **Investment Promotion, Attraction and Facilitation:** Provide detailed information and assistance on the investment procedures and registration essentials for doing business at MMSEZ and in RSA. Attraction of investment (FDI and DDI) into MMSEZ. **Forge and maintain strategic partnerships:** Identify, pursue and maintain strategic partnerships with key stakeholders to support the development of the Agro-Processing and Manufacturing sectors. Mobilize the network of a country's diplomatic channels, such as embassies and consulates, for potential foreign investors. **Sound Corporate Governance:** Interpret and analyse data to identify potential operational risks and execute control and coordination mechanisms for Agro-processing initiatives to mitigate risks. Monitor and enforce the compliance of investment promotion-related activities with relevant regulations, sound business practices, and Board approved policies. **Sound Financial Leadership:** Authorise commitment of budgeted divisional resources in the ordinary course of business to pursue approved agro-processing initiatives. Report major financial commitments, exposures, and risks to the Executive on a regular and timely basis.

**Requirements:** NQF Level 8 Postgraduate qualification in Agricultural Engineering/ Agricultural Economist. 5 years' relevant experience in agro-processing and manufacturing

**Skills and competencies:** Knowledge of PFMA and other regulations, knowledge of Corporate Governance legislation and frameworks including the Companies Act and King 4, Knowledge of political, economic and social aspects relating to the Limpopo province & National.

The closing date for applications is 03 November 2025

## BOARD SECRETARIAT

Five (5) year performance based fixed term contract

The Board Secretariat reports to the Company Secretary, and is expected to, amongst others:

**Duties: Efficient Secretarial Services:** Organisation of agendas and the coordination and distribution of papers and reports for the Board and its Committees in association with Board Members and Executive Directors. Attend relevant meetings and prepare accurate and concise minutes to record key issues, decisions taken, and actions agreed upon, and ensure draft minutes are available promptly for review. **Stakeholder Relationship Management:** Support the Company Secretary in post-Board session communication and implementation, including managing and monitoring the implementation of resolutions and action items. Coordinate planning, logistics, necessary items, and timely document availability for seamless Board and stakeholder meeting execution. **Operational Effectiveness:** Provide secretariat support for ExCom, and other relevant meetings as needed by the CEO's office. Support the Company Secretary in post-Board session communication and implementation, including managing and monitoring the implementation of resolutions and action items.

**Requirements:** Applicants must be in possession of a valid NQF Level 7- LLB degree or Business Administration. Minimum (3) years' experience in administration/board secretariat.

**Competencies and skills:** Knowledge of PFMA and other regulations. Knowledge of Corporate Governance legislation and frameworks including the Companies Act and king 4. Knowledge of political, economic and social aspects relating to the Limpopo province & National. Legal understanding, Governance Knowledge. **Skills,** minutes taking, Advance MS Office skills (Word, Excel, PowerPoint, Outlook) , Excellent organisational & Administrative skills, Deadline driven, Attention to details and accuracy.

The closing date for applications is 03 November 2025

Applicants are required to apply for the post by submitting a confidential application consisting of a covering letter, curriculum vitae and certified copies of qualifications. Must be posted/delivered to: The Acting Chief Executive Officer or the attention of the HR, Musina Makhado Special Economic Zone SOC, 93 Biccadd Street, Polokwane, 0700. Alternatively send applications via e-mail to [Recruitment.HR@mmsez.co.za](mailto:Recruitment.HR@mmsez.co.za)