

KING SABATA DALINDYEBO MUNICIPALITY



NOTICE NO. 61 OF 2019

STAFF VACANCY

Applications are hereby invited from all candidates who consider themselves suitably qualified for appointment to the following positions on a **three year** fixed term contract of employment: -

DEPARTMENT	:	BUDGET AND TREASURY
POST	:	MUNICIPAL ACCOUNT INTERNS X10
SALARY SCALE	:	R 58 000 p.a

REQUIREMENTS

- ❖ Degree/ Diploma with Majors in Accounting / Management Accounting or Audit;
- ❖ Computer literacy and knowledge of spreadsheet application;
- ❖ Good inter-personal, written and verbal communication skills;
- ❖ Work experience is not required, as full training and support will be provided.

DUTIES

- ❖ Implementation of Financial Management reforms and the Municipal Finance Management Act;
- ❖ Capital and Operating Budget Administration;
- ❖ Expenditure and revenue administration;
- ❖ Procurement administration;
- ❖ Liability and Grant administration;
- ❖ Asset and inventory administration.

Applicants should submit their applications, to 3rd Floor, office 337 Munitata Building or post to KSD Municipality P.O. Box 45 MTHATHA 5099.

The Council reserves the right to appoint or not to appoint any candidate if in its view no suitable candidate could be found.

Canvassing for appointment to the positions and corroborating proof thereof will result in disqualification of a candidate.

Faxed and e-mail applications, **APPLICATIONS RECEIVED AFTER THE CLOSING DATE AND TIME** and applications without certified copies of documents **will strictly not be considered.**

KSD Municipality subscribes to the principles of the Employment Equity Act, 1998.

If you have not been contacted within 30 days after closing date, please accept that your application was not successful.

CLOSING DATE: NOT LATER THAN MONDAY, 13 SEPTEMBER 2019, AT 16H00
FRIDAY 11 OCTOBER

ENQUIRIES: 047 501 4008 / 4100 / 4110 / 4386

**Munitata Building
Mthatha**


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**N. PAKADE
MUNICIPAL MANAGER**

**PUBLICATION
DAILY DISPATCH**
