Ubunta Municipality



EXTERNAL ADVERTISEMENT NOTICE NUMBER:05/2024 DIRECTORATE: FINANCIAL SERVICES INCOME ACCOUNTANT

Ubuntu Municipality, with its Headquarters in Victoria West, invites suitably qualified candidates to apply for the following vacant post. The Municipality is an equal opportunity, affirmative action employer, subscribes to the principles of employment equity, and actively promotes representation in terms of race, gender and disability.

REMUNERATION: T 12 R 381 444.00 PER ANNUM

FRINGE BENEFITS

- > 13 th Cheque
- Pension fund
- Medical Aid Benefits
- > Housing and leave

MINIMUM REQUIREMENTS:

- > Degree/National Diploma in Accounting/Financial Management and Administration or equivalent qualification.
- Minimum of three (3) years equivalent experience within a municipal environment.
- > Advance computer literacy
- > Knowledge of Inzalo financial system will be an added advantage
- > Fair understanding of the Municipal Finance Management Act (MFMA) and Treasury Regulations and other legislation, procedures and processes pertaining to Local Government Finance.
- > A valid driver's license.

KEY PERFORMANCE AREAS

- > Responsible for managing, planning, organizing, coordinating, delegating and control of all activities of the income unit.
- > Act as supervisor of the income unit.
- ▶ Performing budgeting, accounting, analysis, financial reporting, cash management, review and other duties delegated in terms of the MFMA by the Accounting Officer.
- > Assist with Financial Statements and the control of bank accounts.
- > Manage and oversee the compilation and control of the annual operations and capital budgets.
- > Data cleansing of debtors and property
- > Responsible for execution of financial internal control and the execution of audit reports of the revenue division.
- > Recovery of debt and the administration of legal proceedings
- ➤ Indigent Management
- > Any other relevant duties

Prudent implementation and maintenance of the valuation roll.

Interested persons are requested to forward a comprehensive CV together with clear certified copies of qualifications, ID's and drivers licenses to the Municipal Manager. Applications can be emailed to recruitment@ubuntu.gov.za. Applications received after the closing date mentioned above will also not be accepted. If you do not hear from us within 60 days from the closing date, please consider your application

nsuscessful.

The Municipal Manager Mrs. LS Itumeleng Ubuntu Municipality Private Bag X 329 Victoria West 7070 Tel: (053) 621 0026

2024 - 08- 13

OFFICE OF THE MM
Email: mm@ubuntu.gov.za

FRAG X329, VICTORIA WEST

Or can be hand delivered at:

Ubuntu Municipality 78 Church Street Victoria West 7070

Enquiries may be directed to the Human Resource Officer: Ms. V Tieties on 053 621 0026 during office hours between 07:30 – 16:15.

CLOSING DATE: 30 August 2024