

MANDENI LOCAL MUNICIPALITY

CAREER OPPORTUNITY

The following vacancy exists for a suitably qualified and experienced person to join the staff of the Mandeni Municipality within the Budget and Treasury Department.

FINANCIAL MANAGEMENT INTERNS X5

BASIC SALARY : R 10 917.00 per month

PN 61/2017

DURATION : Contractual temporary employment for a **period of two (2) Years**

REQUIREMENTS:

- Have a three (3) year National Diploma in Finance, Accounting, Auditing, Internal Auditing, BCom Degree or equivalent
- Have good verbal and written communication skills
- Be computer literate and have knowledge of MS office applications

RESPONSIBILITIES:

Assist in functions delegated by respective section head and management with regards to the following:

- Implementing generally accepted municipal accounting practice and budget reforms
- Compilation of financial statement reports and management reports
- Capturing of financial data
- Co-ordination and compilation of statistical information
- Any other functions

The intern appointed to this position will report to the Chief Financial Officer of the municipality.

Executive Committee



The termination of the employment contract will coincide with the termination of the internship contract as required by the Municipal Finance Management Internship Program guidelines.

Enquiries must be directed to: Ms. BL Zondo (Manager Human Resource and Employee Relations);
tel: (032) 456 8200.

Please forward your application form and full CV with certified copies of certificates, quoting the relevant reference number to: Human Resources, P.O. Box 144, Mandeni, 4490 or hand-deliver to Mandeni Local Municipality, 2 Kingfisher Road; Mandeni.

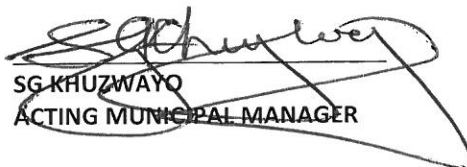
NB: Faxed and e-mailed applications will not be considered.

The closing date for applications will be **Friday 13th October 2017 not later than 12 midday.**

If you do not hear from us within 30 days of the closing date consider your application as unsuccessful.

Application forms are available on the Mandeni Municipal Website www.mandeni.gov.za or at any Municipal building.

NB: The Municipality is an equal opportunity affirmative action employer. The Municipality reserves the right not to make appointment.


SG KHUZWAYO
ACTING MUNICIPAL MANAGER