

**Private Bag 9205, MAPHUMULO, 4470 | Tel: 032 481 4500 | Fax: 032 481 2068/53**

Maphumulo Municipality, a category B1 hereby invites applications from suitably qualified and experienced individuals for appointment to the following post: -

**POST : ACCOUNTANT BUDGET, FINANCIAL REPORTING & COMPLIANCE**

**SALARY (Task 12) : R318 025.04 – R412 813.44 per annum**

**CONTRACT : PERMANENT**

 **Basic Qualifications and Experience**

An appropriate B Com Degree or three-year National Diploma with Accounting as a major from a recognized Tertiary Institution. Two years’ experience in local government environment, with at least one-year experience in budgeting and financial reporting. Valid unendorsed Code 8 driver’s licence. Pastel Evolution Experience. Must be able to communicate fluently in both IsiZulu and English. Certificate in Minimum Competency level as required by National Treasury will be advantageous.

**Knowledge, Skills and Competencies**

Sound knowledge of the Municipal Finance Management Act (MFMA). Understanding of budget process flow. Clear understanding of budget principles and reporting standards. Good budget and financial management skills. Must be able to monitor and control budget. Must be able to use MSCOA. Must have good report writing skills. Must be able to work independently, under pressure and meet deadlines.

**Key Performance Areas**

Preparation of reports in terms of MFMA. Prepare Annual Budget according to National Treasury regulations. Perform budget monitoring. Ensure the correct allocation of expenditure and income. Prepare Annual Financial Statements according to Generally Recognized Accounting Practice Standards. Reconcile investments and bank accounts. Assists with intern’s training and supervision allocated to the unit. Prepare reports for submission to National and Provincial Treasury in terms of the MFMA, and to Statistics SA and other stakeholders.

**Fringe benefits:**

In addition to the above salary the municipality will offer a 13th cheque and further contribute towards the employee’s Pension/Provident Fund and Medical Aid in accordance with its policy

If you meet the requirements for this post, please forward your **application letter**, accompanied by a detailed **Curriculum Vitae**, **certified copies of your tertiary qualification certificates** to the **Municipal Manager**, Maphumulo Municipality, Private Bag X 9205, Maphumulo 4470, for the attention of **Mr ND Hlongwa Tel (032)** **4814500.**

**(Applications which are: on Z 83, incomplete, late, faxed or e-mailed will NOT be accepted)**

**CLOSING DATE: 17 November 2021 @12h00.** Communication will only be with short-listed candidates. If you do not hear from us within 02 weeks after the closing date, please consider your application as unsuccessful. The Council reserves the right to make or not to make any appointment.

**The Council is an equal opportunity employer and subscribes to an employment policy which is non-racial, non-discriminatory, non-sexist and based on merit.**

**PN MHLONGO**

**MUNICIPAL MANAGER**