

NOTICE NO. HRM 12/07/2018

STAFF VACANCY

BUDGET AND TREASURY

1. INTERNAL AUDITING /FINANCIAL MANAGEMENT INTERNS(X3)

2 YEAR CONTRACT

Applications are invited from suitably qualified and experienced candidates for the position of an Internal Auditing /Financial Interns.

SALARY SCALE: - R94 000.00 p/a

KEY PERFORMANCE AREA (KPA)	REQUIREMENTS
<ul style="list-style-type: none">• Assists with the implementation of Municipal Financial Management Act• Assist in developing financial policies and procedures• Assist in compiling financial statements and management reports• Assist with reconciliations• Assist in electronic capturing of financial functions• Be able to review existing processes, procedures and recommend more effective and efficient systems	<ul style="list-style-type: none">• National Senior Certificate in Internal Auditing / Financial Accounting• National Diploma in Internal Auditing or equivalent• Bcom• Good verbal and writing communication skills• Computer Literacy (Ms Office).

CLOSING DATE: - **MONDAY, 30 JULY 2018 AT 12:00**

The Enoch Mgijima Local Municipality is an equal opportunity employer. People from designated groups are encouraged to apply.

Any person who endeavours to canvass either a Councillor or an Official for this position will immediately be disqualified.

Comprehensive Curriculum Vitae with a covering letter and certified copies of qualifications, ID must be submitted to the Human Resource Department at 70 Cathcart Road, Town Hall Building, Komani, 5320.

OR

57 John Vorster Drive Sterkstroom

OR

Human Resource Department at 39 Smith Street, Molteno,5500.

OR

Human Resource Department at NO 12A Murray Street, Tarkastad, 5370.

Normal fringe benefits will be applicable.

Please note: If no response is received within a month after the closing date of this advert, your application must be regarded as unsuccessful.

Any person who does not understand the content of this advert is invited to contact Mr M. Ngxobongwana at the Corporate Services office on 045 - 8072608 or 70 Cathcart Road, Komani during office hours.

Umntu ongayi qondiyo lengxelo uyacelwa aqhakamshelane no Mnu M. Ngxobongwana kwi-ofisi ye-Corporate Services kule nombolo 045 - 8072608 kwanombolo 70 Cathcart Road, Komani ngamaxesha omsebenzi 08:00 ukuya kwicala lentsimbi yesine.

Esi saziso singafumaneka ngolwimi lwesiXhosa kwi-ofisi ka Sosiba we-Dolophu; kwisakhiwo seHolo yeDolophu, kwi- Cathcart Road kuKomani.

C. MAGWANGQANA
MUNICIPAL MANAGER

TOWN HALL
CATHCART ROAD
KOMANI