



## 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.

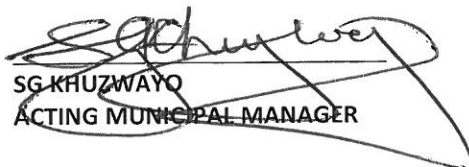
**NB: Faxed and e-mailed applications will not be considered.**

The closing date for applications will be **Friday 13<sup>th</sup> 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](http://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