



BUDGET AND TREASURY OFFICE

2 x MUNICIPAL FINANCE MANAGEMENT INTERNS (24 MONTH CONTRACT) STIPEND

ALL INCLUSIVE STIPEND OF R 100 000.00 per annum
(all inclusive, and for year one training fees shall be deducted).

The Municipality hereby invites applications from committed, self-driven, motivated, service delivery-orientated and high-performance professionals/practitioners who want to build careers in the areas of specialization mentioned herein through rendering high quality services within the Greater Kokstad Municipality.

MINIMUM REQUIREMENTS FOR THE POST: Three (03 year) Bachelor's Degree (NQF L 7) or three – year National Diploma (NQF L6) in Finance/Economic or Accounting, National Diploma with majors in Accounting, Economics, Finance, Risk Management and/or Auditing • Must be able to communicate at all levels • Computer Literate • Incumbent should not have previous accounting, finance or auditing internships/training at a government institution/department and such incumbents are discouraged from applying • Applicants must be between the ages of 21 – 35 years. • ***Proof of Residence must be attached.***

On the job training will be given in the following areas:

- Budgeting, reporting and asset management.
- Expenditure management including payment of suppliers and creditors.
- Revenue management ie: billing, debt collection and indigent support.
- Procurement and contract management.
- Perform any other duties that may be delegated by a Superior.

A qualification in Municipal Financial Management in line with the Municipal Regulations on Minimum Competency Levels, Gazette No: 29967 of 15 June 2007 will be included in the internship program.

APPLICANTS THAT PREVIOUSLY APPLIED MAY RE – APPLY

A Curriculum Vitae and copies of educational certificates together with the compulsory Municipal Application for Employment form that can be downloaded from the website: www.kokstad.gov.za, can be forwarded to: The Corporate Services Department, Greater Kokstad Municipality, P O Box 8, KOKSTAD, 4700, hand delivered at 75 Hope Street, KOKSTAD, 4700. Emailed CV's will not be accepted.

Enquiries: Ms. T. Eksteen (039) 7976600.

Closing date: 07 JUNE 2024

- *Canvassing support from Municipal Officials and Councillors is prohibited and any person found guilty thereof, will be disqualified with immediate effect.*
- *The Greater Kokstad Municipality is committed to achievement and maintenance of employment equity and diversity especially in respect of race gender and disability.*
- *The Municipality reserves the right not to make an appointment.*
- *People with disabilities are encouraged to apply and state their disability either in the letter of application or in the CV.*
- *Should you not hear from the Municipality within 30 days after the closing date, please consider your application as unsuccessful.*
- *Communication shall be limited to shortlisted candidates.*

MR. S R ZWANE
MUNICIPAL MANAGER

16 May 2024
DATE