

# VACANCY



Tokologo Local Municipality is an affirmative action employer committed to representatively and would like to appoint suitable person(s) to the following position:

## FINANCIAL MANAGEMENT INTERNS X 5 (EXTERNAL ADVERT)

**(A fixed contract-based position for a period of 2 years)**

**DEPARTMENT: FINANCE DEPARTMENT**

**REMUNERATION: R90 000 per Annum (all Inclusive)**

### REQUIREMENTS:

Applicants must have National Diploma in Financial Management or Bachelor of Commerce in Accounting. Computer literacy is a pre-requisite. Excellent interpersonal and communication skills. Office administration. Communication and writing skills. Ability to meet deadlines and perform under pressure. Energetic and able to initiate action.

### KEY PERFORMANCE AREAS

- Assist with implementations of GRAP and budget reform;
- Assist in the compilations of management reports and financial management;
- Implementations of MFMA and other regulations and legislations governing local government;
- Assist with the development of financial policies and procedures
- Assist in bank reconciliations and financial analyses
- Assist in compiling financial statement and annual budget.

**Applications should be forwarded to the Human Resource Department, Tokologo Local Municipality, Private Bag X46, Boshof, 8340 or hand delivered at the Offices of Tokologo Local Municipality, Corner Market Square and Voortrekker Street, Boshof, 8340.**

Faxed or e-mailed applications will not be accepted.

**Closing Date for Applications: 11 March 2016**

Applicants are advised that if they have not heard from us within **30 days** from the closing date, they should consider their applications unsuccessful.

**K J MOTLHALE**  
**MUNICIPAL MANAGER**

