



The KwaDukuza Municipality situated on the KwaZulu Natal North Coast, seeks to fill the following positions and accordingly invites applications from suitably qualified and experienced applicants for appointment to the position as indicated. **Please note that the post title and post identification number (KDM.) MUST be indicated on your application which MUST be accompanied by certified copies of your qualifications, identity document and driver's licence where applicable.** Applicants are also advised to ensure that their applications address the selection criteria in terms of qualifications, experience and any other requirements as set out in the relevant advertisement as shortlisting will be based on these selection criteria.

Applicants for posts affected by the National Treasury Minimum Competency Regulations, 2007 will be required to obtain those competencies within 18 months from the date of commencement.

FINANCE BUSINESS UNIT

KZ292FSR 001: DIRECTOR: REVENUE (TASK GRADE 19: R812 489.64 – R1 054,671.24 p.a. Plus a Locomotion allowance & a Cell-phone allowance in terms of Council's policy)

Requirements: A Gr.12+ relevant B Degree majoring in Accounting and either Auditing, Managerial Accounting or Economics, Computer literate (MS Word & Excel); A valid Code B/08 driver's license; At least 5 years of experience at a tactical level within a municipal revenue environment in managing municipal revenues.

Knowledge & Experience: MFMA, GRAP, Property Rates Act, Refuse & electricity billing & legislation/regulations related thereto & other relevant legislations.

Duties: Manages the key performance areas and result indicators associated with the Revenue section of the Finance department through the implementation of laid down policies & procedures regulating the financial reporting, recording and providing input into longer term objectives. Planning, directing & executing accounting and administrative procedures associated with the controlling of the debtor accounts and debts recovery, municipal property rates & electricity and tariff billing matters in order that all activities are carried out effectively and to ensure the smooth operation of the revenue/income section of the finance department as well as to ensure that the municipality complies with relevant legislations and to support the accomplishment of the municipality's key performance areas and services delivery objectives.

PLEASE NOTE:

1. Applications are to be addressed to the **Municipal Manager, KwaDukuza Municipality, P.O. Box 72, KwaDukuza, 4450 for attention the Human Resources Department**, and may be posted or hand delivered. (Note that hand delivered applications must be handed to the H.R. Officer/Clerk, 34 Chief Albert Luthuli Street, **OK MALL BUILDING** KwaDukuza) For enquiries Please call **032 437 5142**
2. The Closing date and time is **THURSDAY- 01 APRIL 2021 at 12H00. No hand delivered** applications will be accepted after the closing date and time.
3. Please **DO NOT** fax or e-mail applications. Please also **DO NOT** submit applications on **Z 83 forms**. Please **NOTE THAT APPLICATIONS MUST BE SUBMITTED ON KWADUKUZA MUNICIPALITY'S APPLICATION FORM WHICH IS OBTAINABLE ON THEMUNICIPALITY'S WEBSITE** (www.kwadukuzamunicipality.gov.za)

KwaDukuza Municipality adheres to the National Employment Equity Strategy. Post levels are subject to conversion according to the TASK Job Evaluation system. Further communication will only be with shortlisted candidates, such shortlist being confined to the candidates that best meet the requirements according to the information supplied in their CV's. Candidates not contacted within 3 months of the closing date may consider their applications unsuccessful. Council reserves the right not to appoint. Canvassing to Councilors in form of gifts is prohibited.

N. J. MDAKANE

MUNICIPAL MANAGER

DATE: 18/03/2021

MN: 36/2021
