

VACANCY: ACCOUNTANT: RATES

RE-ADVERTISEMENT

The KwaDukuza Municipality seeks to fill the following positions and accordingly invites applications from persons who meet the requirements 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.

PLEASE NOTE THAT APPLICANTS FOR POSTS BELOW TASK GRADE 11 ARE REQUIRED TO ATTACH THE PREFERRED EMPLOYMENT OPPORTUNITY FORM OBTAINABLE FROM KDM HUMAN RESOURCES WHICH MUST BE SIGNED BY A WARD COUNCILLOR, AS PREFERENCE WILL BE GIVEN TO LOCAL RESIDENTS.

FINANCE BUSINESS UNIT

Ref Number:KZ292FSRR 002:

DESIGNATION: ACCOUNTANT: RATES (TASK GRADE 12: R329,937.12 – R428,281.08 p.a.)

Requirement: A Gr.12, National Diploma/ Degree in Accounting at an NQF Level 6 or relevant qualification, Computer Literacy (MS Word & Excel) & At least 3 years relevant experience.

Knowledge: Municipal Property Rates Act as amended, MFMA, Municipal Systems Act, Knowledge of budget process and relevant revenue policies, GRAP standards & MSCOA

Duties: Please log on www.kwadukuza.gov.za to view duties.

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/ 5153.

2. The Closing date and time is TUESDAY, 02 NOVEMBER 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 THE MUNICIPALITY'S WEBSITE** (www.kwadukuza.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 confirmed 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 Councillors in form of gifts is prohibited.

ISSUED BY THE MUNICIPAL MANAGER OF KWADUKUZA MUNICIPALITY, MR. NJ MDAKANE | Tel No : (032) 437 5000

| Civic Offices | 14 Chief Albert Luthuli Street KwaDukuza, 4450 P.O. Box 72, KwaDukuza, 4450