



## VACANCIES ADVERTISEMENT

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

**KZN292FSB 001: DIRECTOR: EXPENDITURE (TASK GRADE 19: R764 695.16 – R992 631.72 p.a. + Locomotion allowance & Cell-phone allowance in terms of Council's policy.**

**Requirements:** A Gr.12; & B. Comm in Accounting (or equivalent NQF level 7 qualification) with majors in Accounting, and either Auditing or Managerial Accounting; Computer literate (MS Word & Excel); Code B/08 driver's license. At least 3-4 years relevant Financial Accounting experience at a senior level within a municipality.

**Knowledge:** In-depth knowledge of relevant local government legislation and related legislation and related regulations like MFMA, MSA, DORA, VAT ACT, INCOME TAX ACT, National Treasury, GRAP, SCM regulations etc.

**Duties:** Direct, Lead and Controls the key performance areas and result indicators of the Expenditure Section associated with consolidation and preparations of management accounts, recording, balancing and reconciliation of expenditure. Reporting of expenditure, monitoring and executing specific intervention to maintain compliance, implementing risk management and asset control procedures, preparing of financial reports to support key management decisions, provision of guidance to personnel with the interpretation and processing of specific accounting information and directing accounting procedures and processes associated with controlling creditor accounts, payroll and costing and supply chain management.

#### **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, OK MALL BUILDING, 34 Chief Albert Luthuli Street, KwaDukuza).**

2. For enquiries please contact **032 437 5142**
3. The Closing date and time is **THURSDAY, 26 SEPTEMBER 2019 at 12H00**. No hand delivered applications will be accepted after the closing date and time.
4. 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.kwadukuzamunicipality.gov.za](http://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**  
**12/09/2019**  
**MN: 203/2019**

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