

DIPALESENG MUNICIPALITY



INTERNAL/EXTERNAL ADVERTISEMENT

POSITION: Finance Internship X 3
SALARY: R100 000 stipend per annum
DURATION: 24 Months

Minimum Requirements: Grade 12, 3-year National Diploma or B Com Degree with majors in Accounting or Finance including either Internal Auditing and or Risk Management/Auditing. Good interpersonal written and verbal communication skills. Accuracy will serve as a strong recommendation. Willingness to learn more while working under pressure. The successful incumbents will be subjected to vetting for criminal record clearance.

Key Performance Areas: Perform basic accounting functions. Interpret finance legislation and policies. Process invoice payment from the capture and verification of the source documents. Undertake budget controls on expenditure and revenue. Performs basic internal auditing functions. Receive training in all sections of the Finance Office. Perform all other duties as assigned by immediate supervisor.

Dipaleseng Local Municipality is committed to the achievement and maintenance of diversity and employment equity, especially in terms of race, gender and disability. Applicants from these designated groups are encouraged to apply.

*Forward your application with a covering letter stating clearly the position applied for together with detailed CV and certified copies of qualification for the attention of Director Corporate Services, Private Bag X1005 Balfour 2410 or hand deliver applications at Dipaleseng Local Municipality Offices at Corner Themba Shozi and Johnny Mokoena Street, Balfour 2410 in application box at Reception, on or before **07 November 2019. NB***. No faxed or e-mailed applications will be considered. Administrative enquiries should be forwarded to Human Resources, **Thulani Mahlangu at 087 527 0539 / Ext 129***

MR. CT. MYEZA
ACTING MUNICIPAL MANAGER