



## ADVERTISEMENT

**MANAGER: BUDGET & TREASURY**  
**TASK GRADE 18 OF CATEGORY 2 LOCAL AUTHORITY**  
**NOTICE NO: 28 /2018**  
**REMUNERATION: R 596 008.00 – R 773 684.00 PER ANNUM**

Applications are invited from all suitably qualified **candidates** for the above-mentioned permanent position.

### REQUIREMENTS:

- B Com Accounting, Bachelor in Accounting or Degree in a similar field
- 5 years related experience 2 of which should be in a management level
- Code EB drivers License
- Computer Literacy
- Must have a clean criminal record and sober habits
- Be prepared to work overtime

### KEY PERFORMANCE AREAS

- Provides input and coordinates input into the annual adjustment budget and budget for all quarterly reporting
- Compiles monthly records of all exception reports, detailing remedial action taken to resolve issues
- Ensures that the Annual budget is presented in the National Treasury approved form A1 Schedule and that all relevant supporting documents are submitted in support of the budget
- Ensure that the Adjustment Budget is prepared in the approved format B1 Schedule by National Treasury and that all relevant supporting documents are submitted in support of the adjustment budget
- Ensures that the AFS is Compiled and submitted in timely manner
- Submits the approved budget and the adjustment amounts for Council approval
- Ensures the compilation of the Treasury Reports (in the required format) prior the deadline
- Management of Staff in budget and treasury section
- General administration and reporting.

Benefits: Medical Aid, Pension, Housing Subsidy and 13<sup>th</sup> Cheque.

Any individual wishes to apply must submit Senqu Municipality Application Form, his/her Curriculum Vitae and attach his/her ID copy as well as certified copies of qualifications to the under mentioned address not later than Friday, 9 March 2018 ,12h00 noon.

**NB no late or E-mailed and faxed applications will be considered**

This council subscribes to the policies of affirmative action and employment equity plan, if you do not hear from us within thirty (30) days after the closing date please consider your application unsuccessful. Further note this council reserve a right not to appoint. Applications to be sent to or handed in at the address below:

Senqu Local Municipality  
Private Bag X03  
Lady Grey  
9755

*All enquiries regarding the advert can be directed to the Manager: HR and LR, Ms. Z. Koyana at 051 – 603 2313 during working hours.*

M.M. YAWA

MUNICIPAL MANAGER  
FILE NO: 4/3/2/1/1  
14/02/2018