



## ADVERTISEMENT

**ACCOUNTANT: BUDGET, PLANNING, COSTING & CONTROL**

**NOTICE NO: 10/2022**

Senqu Local Municipality, a category 2 municipality that incorporates Lady Grey, Sterkspruit, Barkly East, Rhodes and Rossouw and the environs invites applications from all suitably qualified candidates for the position mentioned above.

***Remuneration:* TASK GRADE 13 OF A CATEGORY 2 LOCAL AUTHORITY**

***R 354 277.00 – R 459 874.00 PER ANNUM (excluding Council 's benefits)***

### **JOB PURPOSE**

Coordinate's sequences associated with efficient and effective delivery of budget planning, compilation, implementation and monitoring of the Municipal budget which aligned to the IDP and in compliance with the requirements of Provincial Treasury and the MFMA.

### **MINIMUM ESSENTIAL REQUIREMENTS AND EXPERIENCE**

- Grade 12 plus three years National Diploma in Accounting
- Three-years relevant experience
- Computer Literacy
- Code EB/B driving license
- Must be prepared to work overtime.

## **KEY PERFORMANCE AREAS**

- Providing guidance on specific aspects pertaining to the budgetary inputs, policies and processes, clarifying understanding and implementation approach, outcomes and performance measures;
- Assist in the preparation and implementation of budgets in line with the Municipal Standard Chart of Accounts (mSCOA) requirements and the Generally Recognised Accounting Practice (GRAP) standards.
- Giving inputs into the development of the Standard Operating Procedures (SOPs) with respect to the budgeting and reporting.
- Providing inputs into the budget and treasury related audit information and investigational reports with a view to determining levels of interventions required to curb non-conformance and non-compliance with laid down procedures.
- Giving inputs into the development and reviewal of budget and reporting plans in compliance with relevant legislation.
- Coordinating the development of the annual budget from draft to final stages
- Coordinating the preparation of the three-year capital and operating budgets that take into account, and are linked to, the municipality's current and future development priorities.
- Coordinating sessions with departments to establish budgetary needs.
- Coordinating the uploading of authorized adjustments onto the system and ensuring that these are correctly accounted for in compliance with the mSCOA budgeting standards.
- Coordinating activities and processes associated with the audits by the Auditor General.
- Monitoring and enforcing compliance with established control procedures and authority levels.
- Coordinating specific sequences associated with sectional administration and support.

## **KEY COMPETENCIES REQUIRED FROM ALL APPLICANTS**

- Sound knowledge of the mSCOA budgeting and reporting principles.
- Proven attributes of integrity, honesty, maturity, courtesy, transparency and commitment to ensure progressive democratic and accountable governance that delivers sustainable and efficient services.
- Ability to effectively inspire and encourage people, respect diversity, optimise talent and build and nurture relationships in order to achieve institutional objectives.
- Ability to maintain the high-quality standards while achieving desired outcomes and results.

- Good organizational and administrative skills, communication skills and problem-solving skills will be an added advantage.
- Report writing skills.
- Be able to work under stressful environment

#### **APPLICABLE BENEFITS**

- Medical Aid, Pension, Housing Subsidy and 13<sup>th</sup> Cheque

The closing date for submission of applications is Friday, 25 February 2022 and no late, emailed and faxed applications will be accepted. Application packs must reach us by 12 noon.

#### **APPLICATION PROCESS**

Any individual who wishes to apply for this position must complete and submit the Senqu Local Municipality application form obtainable from our website [www.senqu.gov.za](http://www.senqu.gov.za), together with a comprehensive Curriculum Vitae, certified copies of qualifications, ID and driver's license. An application pack which contains all the above-mentioned documents must be submitted to the under mentioned address.

This Council subscribes to the policies of Affirmative Action and Employment Equity and appointment will be made with these policy considerations.

Appointment will be subject to appropriate reference and qualification checks as well as security vetting.

Canvassing and/or lobbying of Councillors and officials will not be accepted and non-compliance thereof shall immediately disqualify an applicant.

Should you not receive communication from us within thirty (30) days after the closing date of this advertisement, please consider your application to be unsuccessful.

A successful candidate will be expected to sign a Performance Agreement.

Please note that Council reserves the right not to fill the position.

**CONTACT PERSON**

All enquiries should be directed to the Human Resources Directorate *on* - telephone 051 603 1300/1306 *during working hours* or [mokokat@senqu.gov.za](mailto:mokokat@senqu.gov.za)

**MR M.M YAWA**

**MUNICIPAL MANAGER**

**SENQU MUNICIPALITY**

**19 Murray Street**

**Private Bag X 03**

**Lady Grey**

**9755**

**File no: 4/3/2/1/3**

**01/02/2022**