



LAINGSBURG MUNICIPALITY
NOTICE 47/2019

DEPARTMENT OF FINANCIAL SERVICES

SECTION: FINANCIAL INTERNS

FINANCIAL MANAGEMENT INTERN X3

REMUNERATION: R100 000 p. a. (No additional benefits or allowances will be payable)

Responsibilities: Assistance with adherence to GRAP principles and budget procedures; Assist in the development of statistical reporting modules; Assist in developing financial policies and procedures; Assist in the compilation of budgets, financial statements and management reports; Assist with reconciliations and financial analyses; Electronic capturing of financial data; Other financial functions, including Asset management and insurance. Assist with Revenue and Income Management. Assist with Expenditure and Supply Chain Management. Any Finance-related administration. Rotation within the different departments over the period of internship.

Requirements: B.Comm degree, National Diploma or equivalent, preferably majoring in Accounting; Sound knowledge of General Recognised Accounting Practice (GRAP); Good verbal and written communication skills in Afrikaans and English; Be Computer literate and have knowledge of Microsoft Office Word and Excel applications.

To apply in assured confidence, please send your Application form, CV, certified copies of qualifications and covering letter (including details of at least 3 contactable referees and the relevant reference number) to The Human Resource Manager, Laingsburg Municipality, Private Bag X4, Laingsburg, 6900

The Municipality is an Equal opportunity employer and as such will observe the requirements of the employment equity act and its EE plan. Females and People with disabilities are encouraged to apply. For enquiries contact the Human Resource Office- Ms Noeline Gouws at (023) 5511 019

All applications should reach us by 5 July 2019.

Please note that *No late applications will be considered *No faxes and / or emails will be accepted *If you have not heard from us within 60 days of the closing date, please accept that your application has been unsuccessful *Candidates wishing to have their CV's returned should provide a self-addressed envelope with the required postage stamps *Canvassing with Councillors or any other decision-maker is not permitted and proof thereof will result in disqualification*Fraudulent qualifications or documentation will immediately disqualify any applicant.


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PA WILLIAMS
MUNICIPAL MANAGER

10 JUNE 2019

Municipal Offices
Private Bag X 4
LAINGSBURG
Tel: (023) 55 11019