



JOE MOROLONG LOCAL MUNICIPALITY

Joe Morolong Local Municipality with its seat situated in Churchill 26 km from Kuruman, in John Taolo Gaetsewe District, Northern Cape Province invites suitably qualified candidates with the relevant experience to fill the following vacant positions:

DEPARTMENT: FINANCIAL SERVICES

Position: Manager: Financial Controls

Salary Range: T14 (R289 469.49 – R375 763.10)

Minimum Requirements:

Relevant B – Degree in Accounting or National Diploma in Internal Auditing; 2 -3 years' experience in Internal Auditing. Computer literacy, completed or in process of meeting relevant competency requirements laid down by National Treasury. Experience and working with Sebata FMS is highly recommended. 3-5 years proof of financial management in compiling Annual Financial Statements.

Roles and Responsibilities Includes:

Managing the total compilation process for Annual Financial Statements by:
Preparing credible monthly, quarterly and annual GRAP compliant financial statements. Perform monthly audit readiness by coordinating monthly preparation of the audit file for internal audit. Coordinate and facilitate all internal control procedures associated with the compilation of AFS. Ensure that fixed asset register, sub-ledgers, general ledger and all relevant audit controls balance to ensure credible compilation of mandatory statements and reports. Update the fixed asset register and balance it with general ledger monthly. Prepare and develop procedures for audit working file information and respond to audit queries out of mandatory audits. Assisting with compilation of audit action plan. Directing the preparation of AFS in terms of chapter 12 of MFMA.

DEPARTMENT: COMMUNITY SERVICES

Position: Senior LED Officer

Salary Range: T09 (R145 524.83 – R188 904.50)

Minimum Requirements:

Appropriate National Diploma in Economics or Equivalent Tertiary Qualifications, coupled with the necessary experience. Experience in working with community structures. Driver's license and knowledge or relevant computer packages will be an added advantage. Excellent Communication, interpersonal, leadership, coordination, organizational and facilitation skills are recommended.

Roles and Responsibilities Includes:

Develops and directs implementations of LED and Tourism plans and/ or programs to ensure the most effective utilization of resources to support Joe Morolong Local Municipality's objectives. Develops and implement LED and Tourism procedures and plans. Develop, promote and facilitate SMME opportunity, growth and vitality of the Municipality. Serves as the Municipality's liaison to the business community, building and maintain effective relationship with all relevant holders. Work closely with LED/Tourism office of the district, often convene workshops to check on the progress made by community structures and sector departments and report on the development.

BENEFITS: As applicable for local government employees

Applications in the form of Curriculum Vitae, covering letter and certified copies of certificates must reach the office on or before Friday, 26th February 2016. No facsimile will be accepted. Applications must clearly specify the post applied for, and be forwarded to the attention of:

The Municipal Manager
Joe Morolong Local Municipality
Private Bag X117
Mothibistad
8474

Further information can be obtained from Mr M Segami Manager: Human Resources Tel: (053) 773 9300. If you do not hear from us within three weeks after closing date please consider your application as unsuccessful.

TM Bloom
Municipal Manager

Joe Morolong Local Municipality is an equal opportunity and affirmative action employer