

MSUKALIGWA MUNICIPALITY

PO Box 48
Ermelo
Mpumalanga Province
South Africa
2350



Civic Centre
C/o Kerk & Taute Street
Ermelo
Mpumalanga Province
South Africa
2350

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Msukaligwa Municipality Fax: +27 17 801-3851

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MSUKALIGWA MUNICIPALITY

Applications are hereby invited from suitably qualified and competent persons for appointment to the under mentioned position.

DEPARTMENT OF FINANCE

ASSISTANT DIRECTOR - CASH MANAGEMENT AND CREDIT CONTROL X1

POST LEVEL	:	3
SALARY SCALE	:	R205 075pa
QUALIFICATION	:	B Degree in Accounting or equivalent Computer Literacy Code EB Driving Licence
EXPERIENCE	:	Substantial years 3-4 years experience at a managerial level
TRAVELLING ALLOWANCE	:	Based on 650km per month
DUTIES	:	1. Manages processes and requirements associated with financial planning and performance evaluation of the Revenue Section 2. Implements and controls applications associated with the key performance areas pertaining to Revenue Management 3. Co-ordinates and controls tasks/activities associated with controlling personnel performance, productivity and discipline 4. Monitors the updating of revenue related accounting records in respect of services, billings and levies 5. Monitors and controls the updating of records and registers in respect of Loans and Grant Funding Income

CV's for the abovementioned position must be submitted to the Department of Corporate Services, 4th floor, Civic Centre, Ermelo or posted to the Director : Corporate Services, Msukaligwa Municipality, P.O. Box 48, ERMELO, 2350. PLEASE NOTE THAT NO APPLICATION FORMS ARE AVAILABLE AND ONLY CV'S WILL BE ACCEPTED IN A SEALED ENVELOPE. THE POSITION APPLIED FOR MUST BE INDICATED ON THE ENVELOPE. APPLICANTS MUST ATTACH COPIES OF ORIGINAL CERTIFICATES ON THEIR CV'S. CV'S WITHOUT CERTIFIED COPIES OF CERTIFICATES WILL NOT BE CONSIDERED. *APPLICANTS WITH CRIMINAL RECORDS WILL NOT BE CONSIDERED FOR APPOINTMENT*

CLOSING DATE : 30 OCTOBER 2009 NOON

NOTICE NUMBER: 17/2009

"ALL POSITIONS ARE BEING CURRENTLY EVALUATED USING THE TASK JOB EVALUATION SYSTEM. THE FINAL GRADE AND REMUNERATION LEVEL FOR THIS POST WILL BE SUBJECT TO THE APPROVAL OF THE NATIONAL MODERATIONS COMMITTEE"