

# 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

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

### DEPARTMENT OF FINANCE

#### **ASSISTANT DIRECTOR - BUDGET X1**

POST LEVEL	:	3
SALARY SCALE	:	R205 075pa (Fixed)
QUALIFICATION	:	B. Degree in Accounting or equivalent Computer literacy CODE EB DRIVING LICENCE
EXPERIENCE	:	Substantial year's 3-4 experience at a Managerial level
TRAVELLING ALLOWANCE	:	650km per month
DUTIES INCLUDE	:	1. Manages processes and requirements associated with financial planning, performance evaluation and reporting to the Management Accounts and Budgets and the activities of the Section 2. Implements and controls applications associated with the key performance areas pertaining to Management Accounts and Budgets 3. Co-ordinates the controls the tasks/activities of personnel and allocates and prioritises outcomes 4. Controls processes associated with the consolidation and Reporting of the Budget and review of the approval budget

**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: 9/2009

**"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"**