



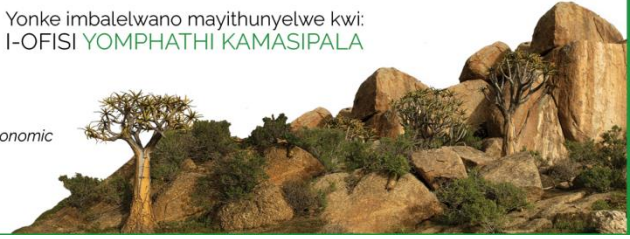
Nama Khoi Local Municipality

Posbus / P. O. Box 17
Privaatsak / Private Bag X22
SPRINGBOK, 8240
TEL: 027 718 8100
FAX: 027 712 1635
EMAIL: info@namakhoi.gov.za
WEB: <https://www.namakhoi.gov.za/>

VISION: *Building tomorrow, today.*

MISSION: *To deliver outstanding services to the community and to stimulate economic development in the region with the focus on the previously disadvantaged.*

- Alle korrespondensie moet gerig word aan die:
KANTOOR VAN DIE MUNISIPALE BESTUURDER
- All correspondence to be addresses to the:
OFFICE OF THE MUNICIPAL MANAGER
- Yonke imbalelwano mayithunyelwe kwi:
I-OFISI YOMPHATHI KAMASIPALA



Nama Khoi Municipality is an equal opportunity and affirmative action employer. Applications must be directed to the pre - written application form of the Council available at all Service Points and Head Office in Springbok, in own handwriting with a complete CV, are awaited from relevant qualified persons to be appointed in the below position.

JOB TITLE: FINANCE INTERNS X 5 (REF: 07/2024)

SUPERIOR: CHIEF FINANCIAL OFFICER

REQUIREMENTS

- Bcomm Accounting/Finance/Audit or National Diploma in Accounting/Finance/Audit
- Sound understanding of Computer literacy, e.g. MS Word, Excel, Powerpoint, etc.
- Strong work ethic and enthusiasm to learn various components of financial Management.

DUTIES: KEY PERFORMANCE AREAS

- Assist in developing financial policies and procedures
- Compile information for financial statements and management reports.
- Compile information for the annual budget.
- Assist in the management of debtors and credit control process.
- Analyze reconciliations and finance
- Assist to manage the supply chain
- Assist in the manage assets and liabilities.

SALARY: R 102 000.00 PER YEAR (ALL INCLUSIVE PACKAGE)

APPLICATION MUST BE ADRESS TO:

Interested parties may submit a full application including a CV with certified copies of qualifications, ID, Driving License and all related documents to: Mr. J I Swartz, Municipal Manager, PO Box 17, SPRINGBOK, 8240. NOTE: No fax and email applications will be accepted: The municipality has the right not to fill this vacancy and have the right to verify the qualifications. Only shortlisted candidates will be contact and communicated with:

Applicants who are not contacted within 30 days from closing date must accept that their application is unsuccessful. All inquiries must be addressed to Mr. J Makaza: Manager: Human Resources Management, tel: 027 - 718 8131

CLOSING DATE: 09 February 2024 at 12:00

**J I SWARTZ
MUNICIPAL MANAGER**