



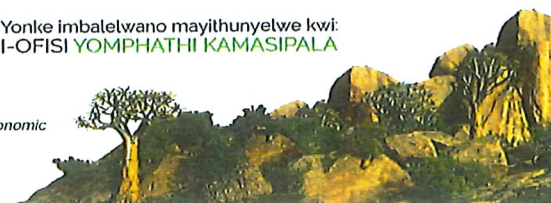
Nama Khoi Local Municipality

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/

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

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.



The Nama Khoi Local Municipality invites suitable qualified candidates to apply for the following positions.

INTERNAL AND EXTERNAL ADVERTISEMENT

Re - advertisement (Applicants who applied previously are encouraged to re – apply)

VACANCY	SENIOR ACCOUNTANT: SCM x1
Ref. Nr	64 / 2026

The following vacancy on the Municipality's staff establishment is available for dynamic and suitably qualified people.:

Job Title	Salary	Department	Location	Term
Senior Accountant: SCM x 1	T13 (R40 362.47 – R52 391.49)	Finance Services	Nama Khoi Jurisdiction	Permanent

Details of the vacancy:

MINIMUM REQUIREMENTS	DUTIES
• Qualification: Grade 12. BCom with financial accounting as a major subject. Computer Literacy: MS Office. Valid driving License • Experience: 5 years' accounting or SCM experience which includes 2 years of supervisory experience in Local Government. • Skills: Attention to detail, be thorough, be flexible, organizing, critical thinking • Knowledge and Scope of work: Under general direction, independently performs more complex work of a financial nature. May supervise junior staff. Conducts work of financial nature according to prescribed norms and standards under the general direction of an experienced principal accountant Leads, conduct and control work. Advanced knowledge of applicable local government legislation.	• Forward planning & operational Management • Productivity/ Performance and personnel management • Financial control • Relationship management & supply chain functions • Communication

The competency level for this position is based on Annexure A of the Municipal Staff Regulations Government Notice No.890, Government Gazette 45181,20 September 2021 : Finance – Accountants Competency Framework : Level 3.

Core Competencies	Professional Competencies	Public Service Orientation	Personal Competency	Management /Leadership
• Accounting • Procurement • Budgeting • Financial Management • Costing • Financial Reporting • Financial Process Management	• Oral Communication • Written Communication • Organizational Awareness • Problem-solving • Planning and organizing	• Interpersonal Relationships • Communication • Service Delivery Orientation	• Action and Outcome Orientation • Resilience • Change Readiness • Cognitive ability • Learning Orientation • Impact and Influence • Team Orientation	• Impact and Influence • Team orientation • Direction setting • Coaching and monitoring



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HOW TO APPLY FOR A VACANCY AT NAMA KHOI MUNICIPALITY

- All applications must be submitted on the official *Nama Khoi Local Municipality Application Form*, available at all municipal offices and on the municipal website at: www.namakhoi.gov.za

ALL APPLICATIONS MUST INCLUDE:

- A complete and signed **Application Form**
- A signed **NKLM Consent Form** (available with the application form)
- A **comprehensive CV**
- **Originally certified copies** of your ID and **academic qualifications**

COMPLETED APPLICATIONS MAY BE:

- **Hand-delivered** to any local municipal office in a sealed envelope clearly marked "**Application for Vacant Post**", and addressed to:
The Acting Municipal Manager
Mrs RPS Sebela
P.O Box 17, springbok, 8240, or
Emailed to: info.recruitment@namakhoi.gov.za with all required documentation attached in PDF format.
- Applicants must grant permission for the Municipality to verify qualifications and references by submitting the completed **NKLM Consent Form**.
- **Incomplete applications** (including those missing any of the required forms, documentation, or submitted after the closing date) will **not be considered**.
- Only candidates who meet the minimum qualification and competency requirements will be shortlisted.
- Communication will be limited to shortlisted candidates only.
- If you have not received feedback within **eight (8) weeks** after the closing date, please consider your application **unsuccessful**.
- Appointments will be made in accordance with the Municipality's approved **Employment Equity Plan**. The Municipality reserves the right **not to fill** any advertised positions.

For further enquiries, please contact: Ms. Keikanne Letsela at: hrman@namakhoi.gov.za

THE CLOSING DATE FOR ADVERTISED VACANCY IS 16 OCTOBER 2026.


MRS. RPS SEBELA
ACTING MUNICIPAL MANAGER