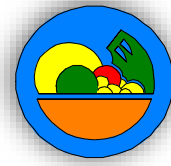




# GREATER TZANEEN Municipality



## VACANCY

The following position is being advertised and applicants are invited to apply.

### BUDGET AND TREASURY DEPARTMENT

#### ACCOUNTANT (SALARIES) (Job Id NO. 3/2/2/003)

**Salary: R533 503. 71 per annum (Job level 5)**

The job purpose of Accountant is to provide an efficient payroll services records and accurate payment of salaries or wages to all employees.

**Key performance areas:** An Accountant must ensure that the daily work is done to satisfaction and to achieve the objectives of Council. He/she will be responsible for: ♦ Coordinate Payroll services ♦ Coordinate financial systems services ♦ Prepare annual salary budget. ♦ Administer the issuing of IRP5's ♦ Administer study bursaries ♦ Perform general administrative duties and ♦ Provide staff supervision.

**Requirements:** ● National Diploma in Accounting/ Financial Management or relevant qualification ● B Com Degree in Accounting or Financial Management and MFMP certificate will be an added advantage. Driver's license. Knowledge of Payday System. ● Three (03) years' relevant experience.

---

***Applications on the compulsory prescribed application form and indemnity form ([www.greatertzaneen.gov.za](http://www.greatertzaneen.gov.za)), a comprehensive CV and copies of certified certificates and ID copy should be addressed to: Municipal Manager, Greater Tzaneen Municipality, P.O. Box 24, TZANEEN, 0850***

Fraudulent qualifications or documents will immediately disqualify any application. A candidate who canvasses any councillor and/or senior official for preference will be disqualified immediately from the selection process or from any appointment. Short-listed applicants will be screened for criminal records and /or any pending criminal cases.

Applicants who are not invited for an interview should regard their applications as unsuccessful. Council at all times reserves the right not to appoint.

**Closing date 11 March 2022 at 15:00 Enquiries: Mrs H Maake (015) 307 8284/ 8006**

Greater Tzaneen Municipality is an equal opportunity employer and as such will observe the requirements of the Employment Equity Act and its EE Plan.

**MR H.A NKUNA – ACTING MUNICIPAL MANAGER**