



GREATER TZANEEN Municipality VACANCY



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

BUDGET AND TREASURY DEPARTMENT

1 X SENIOR ACCOUNTANT (SCM)
(Job Id Number. 3/5/0/002)

Salary: R 635 351. 76 per annum (Job level 4)

The job purpose of the Senior Accountant is to coordinate procurement of good and services.

Key performance areas: The Senior 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 the obtaining of goods and services of the best price and quality. ▲ Administer the database of suppliers ▲ Liaise with creditors division ▲ .Facilitate annual stocktaking ▲ Facilitate annual tenders. ▲ Prepare annual auctions. ▲ Facilitate the receiving of stock. ▲ Facilitate product ranges/ price structures and agreement.

Requirements: ● B. Degree or National Diploma in Supply Chain Management or relevant qualification, MFMP Certificate will be an added advantage ● Driver's license ● Three (3) years' relevant experience.

Applications on the compulsory prescribed application form and indemnity form (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 30 August 2024 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 D MHANGWANA – MUNICIPAL MANAGER