



BELA-BELA LOCAL MUNICIPALITY

BUDGET & TREASURY DEPARTMENT

POSITION: CHIEF ACCOUNTANT: RATES AND CREDIT CONTROL

REQUIREMENTS:

- A B.Degree or equivalent with Accounting as subject at final year level.
- 3-5 years experience in Financial Management.
- A valid driver's license.

KEY PERFORMANCE AREAS

- Coordinates and controls the application of accounting procedures by attending to the verification, reporting, processing and reconciliation of account-receivable transactions to support analysis, identification and recovery-overdue accounts.
- Guiding and developing personnel on the processing sequences and attending to specific administrative processes associated with the rates payments, certification and correspondence.

SALARY POST LEVEL: 03

R 232 286-63 per annum

Closing Date: 26 July 2013

Bela-Bela Municipality has a firm commitment to the advancement of designated groups, including women and disabled. Applications letters, Comprehensive CV's and certified copies of qualification should be forwarded to the Acting Municipal Manager, Private Bag x 1609, Bela-Bela, 0480. For further information please contact The Chief Financial Officer at 014 736 8000. Should candidates not be notified of the outcome of their applications within six weeks of the closing date, please consider your application unsuccessful. E mailed and faxed applications will not be accepted. Further note that all shortlisted applicants will be subjected to security vetting and information verification.

MALULEKA MM

ACTING MUNICIPAL MANAGER

NOTICE NUMBER: 30/13