

Okhahlamba Municipality is an equal opportunity; affirmative action employer with its seat in Bergville and is inviting suitable qualified candidates to apply for the following position. Okhahlamba Municipality is one of the local municipalities within Uthukela District in Kwa-Zulu Natal and consists of the following towns: Bergville, Winterton, Geluksburg and Cathkin Park.

ACCOUNTANT (ASSETS MANAGEMENT)

SALARY: R213 419, 35 P/A (Travelling allowance, Pension fund, Medical aid and Housing Allowance)

REQUIREMENTS: Matric, a B Com Degree or Equivalent qualification, Municipal Finance Management Programme, Drivers License, Considerable 3-4 years experience in a similar position in depth application of procedures, Sage Evolution Knowledge, Computer Literacy, Report and Writing Skills.

KEY RESPONSIBILITIES:

- Accounting for all municipal assets (newly- acquired)
- Tracking existing assets
- Disposition of Assets
- Reconciliation and Posting up to Annual Financial Statements in terms of relevant accounting reporting standards
- Physical verification
- Reconciliation assets in accounting system
- Calculation of Depreciation and Impairment
- Reporting to all stakeholders

ENQUIRIES IN RESPECT TO THE ABOVE POSITION SHOULD BE DIRECTED TO THE HUMAN RESOURCES OFFICE ON 036- 448 8000 (EXT No. 8043/8047), No FAXES ARE ALLOWED

APPLICATION LETTER INDICATING POSITION THAT YOU ARE APPLYING FOR, COMPREHENSIVE CURRICULUM VITAE TOGETHER WITH CERTIFIED COPIES OF QUALIFICATIONS AND CERTIFIED COPY OF ID. NO APPLICATIONS WILL BE CONSIDERED WITHOUT CERTIFIED COPIES OF THE ORIGINAL DOCUMENTS OF QUALIFICATIONS. FAX APPLICATIONS AND EMAIL ARE NOT ALLOWED. ALL APPLICATIONS SHOULD BE MARKED FOR THE ATTENTION OF:

**HUMAN RESOURCES OFFICE
OKHAHLAMBA MUNICIPALITY
P.O. BOX 71
BERGVILLE
3350**

The closing date for applications is **15 December 2014, 12 noon**. The Municipality reserves the right not to appoint. Canvassing for the appointment will automatically disqualify the applicant. If no reply to your application has been received within 30 days of closing date, you should consider your application as being unsuccessful.

**Mr SD SIBANDE
MUNICIPAL MANAGER**