



A BETTER PLACE FOR ALL

LOCAL ADVERTISEMENT

Dr. Nkosazana Dlamini – Zuma Local Municipality hereby invites applications from suitable, qualified, and experienced individuals for appointment to the following positions.

DEPARTMENT FINANCE
VACANCY 1 MUNICIPAL FINANCE MANAGEMENT INTERNSHIP X 1
REMUNERATION R 75 000.00 P. A

REQUIREMENTS:

- National Senior Certificate (grade 12).
- National Diploma/ Degree in Commerce in Accounting or any other relevant qualification.
- Good communication skills in both English and IsiZulu.
- Computer Literacy.

KEY PERFORMANCE AREAS:

On job training will be given in the following areas:

- Budget, Reporting and Asset Management.
- Expenditure Management including payments of suppliers and creditors.
- Revenue Management i.e., Billing, Debt Collection and Indigent Support.
- Financial statements.
- Procurement and Contracts management.
- General financial management administration.
- Perform any other duties that may be delegated by a superior.

Main Street
Creighton, 3263
P.O Box 62
Creighton 3263
Phone: +27 39 833 1038
Fax: +27 39 833 1179
Email: mailbox@ndz.gov.za
www.ndz.gov.za

Inquiries: Mr. S.A Radebe 060 521 8374 / (039) 833 1038 (During office hours 08:00 am to 16:00 pm)

Please note: Applications must be submitted on a signed **Dr. Nkosazana Dlamini Zuma Application Form** that can be obtained on our website www.ndz.gov.za accompanied by Curriculum Vitae with three references, certified copies of academic qualifications, ID, and Driver's license where applicable not older than 3 months. **No faxes, e-mails, or late applications will be accepted**

Please note acting in line with Section 71B.(1) of the Municipal System Act, 2022, as Amended (ACT NO.3 OF 2022) No municipal staff member is allowed to hold any political office in a permanent, temporary, or acting capacity, while in the employ of the municipality.

Canvassing or use of undue influence by job applicants or any other person on behalf of job applicants, for posts within the municipality's service is prohibited and evidence thereof will disqualify the applicant's application for consideration.

The Municipality reserves the right not to make an appointment.

Please forward your application to Mr. N.C Vezi, the Municipal Manager, Dr. Nkosazana Dlamini Zuma Local Municipality, P.O Box 62, Creighton, 3263, or Hand-deliver to Municipality Building, Main Street, Creighton 3263 or Arbuckle street, Himeville, 3256 (During office hours from 08h00 to 16h30).

Closing Date: 13th October 2023 at 16:00 pm.

Dr. Nkosazana Dlamini-Zuma Municipality is an equal opportunity and Affirmative Action employer. We are committed to achieving diversity, equality, and the maintenance of representation in terms of race, gender, and disability.



MR. N.C VEZI

MUNICIPAL MANAGER

