



THEMBELIHLE

LOCAL MUNICIPALITY
PLAASLIKE MUNISIPALITEIT
U-MASIPALA WASEKUHALENI

*Incorporating the towns of Strydenburg and Hopetown
Northern Cape Province, Republic of South Africa*

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www.thembelihlemunicipality.gov.za

EXTERNAL/INTERNAL ADVERTISEMENT

NOTICE NO: 21/2025

Thembelihle Municipality, with its Headquarters in Hopetown hereby invites suitably qualified candidates to apply for the following vacant post. Municipality is an equal opportunity, affirmative action employer and subscribes to the principles of employment equity and actively promotes representation in terms of race, gender and disability.

DIRECTORATE: FINANCIAL SERVICES

1. POST: ACCOUNTANT BUDGET AND REPORTING (PERMANENT POST)

Remuneration: R398 605.68 per annum. (T12)

Benefits:

- Leave benefits
- Medical Aid
- 13th Cheque

2. Requirements:

- BCom. Degree in Accounting related field or equivalent.
- Strong Financial Accounting background.
- Understanding of Treasury Regulations and all applicable legislation, procedures & processes pertaining to Local Government & Public Finance Reporting.
- Knowledge of mSCOA
- Accuracy working with data.
- Good analytical and interpersonal skills.
- Good communicator
- Valid Code EB Drivers Licence.
- Registration with a professional body will be an advantage.

3. Key Performance Areas:

- Co-ordinating and controlling processes for preparation of monthly statements in the prescribed format on the state of the Municipality's budget reflecting particulars actual revenue, expenditure, borrowings and allocations received to compile the section 52, 71, 72 reports timeously.
- Managing compliance with mSCOA
- Provides input for the preparation of capital and operating estimates and controls expenditure against the approved budget allocations.
- Analyzing trends, operating requirements and forward plans to establish/determine funding/expenditure for the period.

- Evaluating the Municipality`s performance against the approved budget and addressing deviations/variances with appropriate personnel and advising staff on the budget related issues
- Monitoring and implementing corrective measures to rectify deviations/acts contrary to financial regulations, audit requirements and departmental procedures
- Communicating with Auditors on audit findings and recommendations and institutes the necessary investigations or corrective measures
- Coordinating briefing sessions with departments to establish budgetary needs (provide Treasury guidelines, information, revenue/expenditure statistics, etc.)
- Providing support with regards to the consolidation of transactional information to facilitate the compilation of the annual and adjustment budgets
- Formulating a draft budget in accordance with treasury guidelines and submitting the draft budget approval from Council. - Preparing statistical report to National Treasury
- Attending to budget amendments as requested from Treasury to finalize the annual budget.
- Drafting relevant public notices on the annual and adjustments budgets and ensuring publication in the media and display on specific notice boards (libraries etc.)
- Monitoring and preparing regular management reports on budget implementation and revenue/expenditure trends and recommends re-allocation of funds as necessary.
- Comparing budget versus current actual revenues and expenditures reviews, monitoring budgets and giving feedback to departments about the current budget versus actual spending
- Prepares working documents and necessary inputs for budgets analysis
- Interacting with internal/external auditors and making available information, supporting documentation and proofs of approval guiding specific recordings, adjustments and allocation of Account receivable transactions.
- Assist with the drafting of Annual Financial Statements.

Candidates must be willing to be subjected to an interview and evaluation process and be aware that previous employers and references may be contacted and their qualifications, credit record may be verified and they will be subjected to a police security clearance.

Interested persons are requested to forward (or email their application to recruitment@tlm.gov.za) a letter of application together with a comprehensive CV and certified copies of qualifications to the Municipal Manager.

Enquiries can be directed to the Senior Manager Corporate Services: Mr. Trevin R Oliphant at 053 2030 005/8 or mcs@tlm.gov.za.

Closing date: 31 January 2025 at 12h00

Ms Kealeboga Gaborone
Municipal Manager
Thembelihle Municipality
Church Street
HOPETOWN
8750
Tel: 053 2030 005/8

- Canvassing for selection will automatically disqualify an applicant.
 - If no reply to your application has been received within sixty (60) days of the closing date, you should consider your application as being unsuccessful.
 - No late or facsimile applications will be accepted.
 - No applications will be considered without certified copies of the original documents of qualifications.
 - The Council reserves the right not to appoint.
 - Correspondence will be limited to short-listed candidates.
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