



Magareng Local Municipality is looking for a highly motivated, results orientated, suitably qualified and experienced individual to fill the following position:

## **BUDGET TREASURY OFFICER**

### **REMUNERATION**

R 135 324.00 Task Grade 9

### **REQUIREMENTS**

- Diploma in Financial Management/or equivalent
- MFMP Competency Certificate
- 3 years previous experience in Municipal Budget
- Computer Skills (Excel spreadsheet)

### **RESPONSIBILITIES**

- Prepare the municipal budget
- Advise the departmental heads about whether units/department has depleted their votes
- Ensure an effective professionalism in the institution by providing Human Resources with accurate salary budget for vacated and created posts
- Inform Departments of the status of the funds in a particular project (Technical Department)
- Advise the Technical Department on penalties for contractors, consultants or service provider who breach their contracts with the municipality so as to repay the municipality

### **BENEFITS: PENSION FUND AND MEDICAL AID**

**Note:** Application letters must be submitted together with certified copies of your qualification accompanied by a detailed CV and your ID/passport. Failure to submit the required document will result your application not being considered.

Correspondence will sent to short listed candidates only. It will be expected of the selected candidates to be available for interviews on a date, time and place as determined by Magareng Local Municipality. If you have not been contacted within one month of the closing date of this advertisement, please accept that your application was unsuccessful.

Forward application to: The Human Resource manager Eddie Thebe Magareng Municipality P.O BOX 10 Magrieta Prinsloo Street Warrenton 8530.

**Closing date: 17 September 2014**

Note: short-listed applicants are advised that they will undergo vetting and security clearance processes