



**MKHONDO**  
LOCAL MUNICIPALITY

## **EXTERNAL/INTERNAL ADVERTISEMENT**

Mkhondo Municipality, which is a gateway to the Province of Mpumalanga from Kwa-Zulu Natal and Swaziland, seeks to appoint highly motivated self-starters and visionaries to the extremely challenging positions of:

**DEPARTMENT: FINANCIAL SERVICES**  
**ACCOUNTANT AFS COMPILATION**  
**Ref: FS/EXP/ACCAFSC/01**

### **MINIMUM REQUIREMENTS**

- Grade 12
- A relevant 3 year tertiary qualification, preferably a National Diploma in Financial Accounting as a major subject.
- Computer literacy: MS Office
- 02-05 years' relevant experience
- Valid driver's license

### **ADDED ADVANTAGE**

- B Com in Financial Accounting as a major subject.

### **OTHER REQUIREMENTS**

- Good Communication Skills (Written and Verbal)
- Ability to work long hours and meet deadlines
- Good leadership skills
- Be computer literate
- Attention to detail
- Good interpersonal skills

### **RESPONSIBILITIES**

- Assisting in preparing the AFS/IFS in accordance with GRAP.
- Assisting in performing special analysis of major issues as required and recommend solutions to complex business issues.
- Providing coaching and mentoring to finance staff on new GRAP standards and treasury regulations.
- Overseeing the assessment of internal systems controls, identify gaps, and recommend strategies for improvement.
- Preparation of financial statements in accordance with the GRAP (monthly, quarterly, annually)
- Supporting the finance department in both external and internal financial reporting activities, applying knowledge of financial statements and disclosures, GRAP, internal reporting and analysis, and business process to create accurate and meaningful deliverables.
- Liaising with different stakeholders both internal and external during the execution of duties for the purposes of providing or acquiring information
- Interacting with service providers and other stakeholders on specific requirements.
- Participating in committees and meetings to promote engagement and discussion priorities and concerns within the section.
- Compiling reports on the activities executed during the month within the section.

**Remuneration:** R 471 015 per annum (excluding benefits)

**CLOSING DATE & TIME:** Monday, 14 APRIL 2025 @ 12h00

**Enquiries:** Human Resources

**To apply:**

**Please forward your application on the form “Application for Employment” that can be obtained from our offices or on the Municipal website, concise CV together with original certified copies (not older than three months) of all relevant qualifications, Identity Document and Valid Driver’s License with at least three contactable references to**

**Hand delivery**

**or**

**Post**

Senior Manager: Human Resources  
Civic Centre  
Corner Mark and De Wet Street  
Piet Retief  
2380

Senior Manager: Human Resources  
Mkhondo Local Municipality  
P.O. Box 23  
Piet Retief  
2380

Failing to sign the “Application for employment” form will constitute an automatic disqualification

**Note:** Correspondence will be conducted with short-listed candidates only

No faxed or e-mailed applications will be accepted

Vetting and screening may be done on successful candidates

If you do not hear from us within 30 days from the closing date, please consider your application unsuccessful.

The Municipality is committed to the implementation of its Employment Equity Plan, and in this vein, appropriately **qualifying women and people with disabilities** are particularly encouraged to apply.

***Mkhondo Local Municipality Reserves the right not to make an appointment.***

**MJ MKHONZA  
MUNICIPAL MANAGER**

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