

67 Church Street, EmaXesibeni, 4735
Tel : +27 (0)39 254 6000
Fax : +27 (0)39 255 0167
Web : www.umzimvubu.gov.za



Dabula Street, Sophia, KwaBhaca
P/Bag 9020, KwaBhaca, 5090
Tel : +27 (0)39 254 8500
Fax : +27 (0)39 255 0167

UMZIMVUBU LOCAL MUNICIPALITY

VACANT POSITIONS

NOTICE NO: 04/2024/2025

Umzimvubu Local Municipality with its mission to properly plan and deliver quality and sustainable services to improve the socio-economic status within the broader Umzimvubu community hereby invites applications from committed self-driven individuals who want to accelerate their careers in the fields mentioned herein through rendering services of high quality and exceptional intelligent in order for it to maintain its vision of moving to limitless possibilities.

DIRECTORATE: BUDGET & TREASURY

MUNICIPAL FINANCE INTERN TWO (02) YEARS FIXED TERM CONTRACT TOTAL PACKAGE: R 100 000 PER ANNUM

MINIMUM REQUIREMENTS:- Grade 12 • Degree/three (3) year National Diploma in Finance or equivalent qualification, Accounting three (03) is compulsory • Advanced Computer Literacy • Basic knowledge of Local Government and other spheres of Government • Understanding of internship programme and its purpose • Good academic record.

KEY PERFORMANCE AREAS:- Revenue Management • Supply Chain Management • Expenditure Management • Budget & Reporting • Asset Management.

All Applications must be submitted with an application form accompanied by a comprehensive CV, with specific starting and ending dates in all positions. Only shortlisted candidates will be required to submit certified documents on or before the interviews. An application form is obtainable from our website: www.umzimvubu.gov.za or from any of our municipal offices. All applications should be hand delivered to Dabula Street Sophia (New Municipal Offices), KwaBhaca, 5090/ 67 Church Street, Mount Ayliff (EmaXesibeni), 4735 or emailed to Recruitment@umzimvubu.gov.za.

NB: Failure to submit documents listed above will result in disqualification. Background screening will be done to shortlisted candidates.

Applications must be accompanied by proof of residence obtained from Ward Councillor.



People with disability are encouraged to apply

NOTICE NO: 03/2024/2025

Enquiries: Amanda Masentse (039) 255 8500/8562.

Closing date: 21 October 2024

Time: 16H00

Canvassing support from Municipal Officials and Councillors is prohibited and any person found guilty thereof, will be disqualified with immediate effect. The Umzimvubu Local Municipality is committed to achievement and maintenance of employment equity and diversity especially in respect of race, gender and disability. The Municipality reserves the right to approve or decline the appointment.



MR. G.P.T. NOTA
MUNICIPAL MANAGER

20/09/2024
DATE

