



External Advert
Amajuba District Municipality

Amajuba District Municipality is an equal opportunity, affirmative action Employer and also encourages applications from disabled persons.

DEPARTMENT OF FINANCIAL SERVICES (BTO)
ACCOUNTANT(AFS) - TASK GRADE 12

Minimum Requirements

Matric and National Diploma in Finance or NQF Level 6 equivalent qualification with 3 years relevant experience.

Summary of duties

- To provide an effective and efficient management function to Reporting in accordance with current legislation by attending to the financial statements and any other applicable reporting framework
- Manage the compilation of work papers for notes to the financial statements.
- Coordinating all input required for financial statements compilation from relevant sections.
- Compiling the annual financial statements and interim financial statements in terms of GRAP and any other applicable framework.
- Facilitates the audit of the financial statements by the Auditor General's representative.
- Engage with the Supervisor to ensure that all internal and external audit findings are being addressed to the satisfaction of the auditors.
- Compilation of a financial statements presentation to the audit committee.
- Planning and compilation of a schedule of year-end transactions, the reconciliation of the general ledger and the compilations of year-end certificates.
- Posting adjusting journals to the financial system.
- Compilation and submission of VAT returns to SARS.

Remuneration: R 34 224,10 per month

Applications must be submitted on an official Amajuba District Municipality's application form that is downloadable from our website: www.amajuba.gov.za which must be accompanied by a comprehensive CV, original certified copies of academic certificates including identity document, and covering letter. Applications not made on the official application form will not be considered and must reach HR Section no later than 12h00pm on **09 October 2026**. Enquiries may be directed to HR Section: 034-3297200 during office hours. Facsimile, email or late applications will not be accepted. Only short-listed applicants will be contacted and subjected to the vetting process. If you are not contacted three months after the closing date, your application would have been unsuccessful. The Municipality reserves the right to fill or not to fill this post. Applications MUST be addressed to The Municipal Manager on

Physical Address:
Amajuba District Municipality
B9356 Amajuba Building
Section1
Madadeni, 2952

Postal Address:
Amajuba District Municipality
Private Bag X6615
Newcastle
2940

MRS CB MKHIZE
MUNICIPAL MANAGER