



AMAJUBA DISTRICT MUNICIPALITY

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

DEPARTMENT: FINANCIAL SERVICES FINANCE – INTERNS 2-year Programme (2 x Positions)

This programme will consist of training and practical exposure in all aspects of municipal finance management and to provide interns with a logical training sequence founded on the knowledge competencies that they acquired as graduates.

Requirements:

- B Com/ B Compt or National Diploma (Accounting, Supply Chain, Economics and Finance, Auditing, Local Governance Finance, Risk Management, Public Finance) amongst others
- Age between 21 – 35 years
- Applicants to be residents of Amajuba District area
- Interns are expected to be recent graduates from accredited institutions of higher learning in South Africa.

Internship Programme:

- Strategic Planning and Management
- Municipal Budgeting and Finance Management
- Capital & Operational Budget Management
- Expenditure and Revenue Management
- Liability Management, Develop statistical reporting modules
- Electronic capturing of data, Record Maintenance
- Preparation of Financial Reports, Auditing and accountability
- Assist with Procurement, Purchasing and Contract Management (SCM)

Remuneration:

R100 000.00 per annum (all inclusive).

Applications consisting of a comprehensive CV, covering letter together with certified copies of matric certificate, tertiary qualifications, driver's license and ID must reach HR Section no later than **12h00 on 14 August 2019**. 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. Applications **MUST** be addressed to The Municipal Manager on:

Physical Address:

Amajuba District Municipality
B9356 Amajuba Building
Section 1
Madadeni, 2952

SR ZWANE
MUNICIPAL MANAGER

Postal Address:

Amajuba District Municipality
Private Bag X6615
Newcastle
2940