



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-REVENUE & DEBTORS CONTROL- 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

- Responsible for the overall direction, coordination and evaluation of the Income/Billing & Credit Control of Water section. Executes managerial responsibilities in accordance with the organization's policies and applicable laws.
- Manage and implement revenue collection policies, procedures and systems to ensure compliance with set regulations and in line with the MFMA and treasury regulations
- Advise the Supervisor and provide input in the preparation of an Annual budget /plan to ensure improved operational efficiencies
- Implements financial procedures and controls and systems requirements necessary to maintain proper records and to assure adequate accounting control.
- Reviews collection data to ascertain status of collections and balances outstanding in order to evaluate the effectiveness of collection activities.
- Manage the process of delinquent customer's disconnections and reconnections in terms of the MFMA and relevant policies and procedures.
- Preparation and review general ledger to System reconciliation of trade and receivables accounts and cash suspense accounts.
- Prepare and manage the consumer deposit register reconciliation, reflecting customer movement and reconciling items to be cleared.
- Control, manage and approve the billing process of customers (individuals / Businesses / Government institutions), maintenance are done timorously and in terms of the MFMA and relevant policies and procedures.

Remuneration: R 29 152,67 per month

Applications consisting of a comprehensive CV, covering letter together with certified copies of matric certificate, tertiary qualifications, Drivers Licence and ID must reach HR Section no later than **12h00 on 26 June 2023**. Enquiries may be directed to HR Section: 034-3297200 during office hours. Facsimile, email or late applications will **not** be accepted. The Municipality aim to fill this post in line with its EE Plan. 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**

**PM MANQELE
MUNICIPAL MANAGER**