

**Senior Accountant: Budget - George - Permanent**  
**FINANCIAL SERVICES**  
**WCO44FSBD2012**  
**REFERENCE: 2445876**

**SALARY: R 422 892 - R 548 940 per annum (T13)**

**REQUIREMENTS:**

BCom or a relevant 3 year tertiary qualification with financial accounting as a major subject  
Computer literacy: MS Office  
5-8 years relevant experience required which includes 2 years of supervisory experience

**COMPETENCIES:**

Functional Competencies: Accounting, Procurement, Budgeting, Financial Management, Costing, Financial Reporting, Financial Process Management  
Professional Competencies: Oral and Written Communication, Organisational Awareness, Problem Solving, Planning and Organising  
Public Service Orientation Competencies: Interpersonal Relationships, Communication, Service Delivery, Orientation  
Personal Competencies: Action and outcome orientation, Resilience, Cognitive ability, Change readiness, Learning orientation  
Management / Leadership Competencies: Impact and Influence, Team Orientation, Direction Setting, Coaching and Mentoring

**KEY PERFORMANCE AREAS:**

Functional Responsibilities  
Planning and Coordination Management  
Budgeting and Reporting Management Functions  
Budgeting Procedures and Operations  
Liaison Management (Internal and External)  
Cost Management  
Internal Audit, Risk Management and Performance Management  
Grant Management  
External Loans / Borrowings  
Productivity / Performance of Personnel

**SPECIAL CONDITIONS:**

The duties listed in this job description are not exhaustive, and the employer is entitled to instruct the employee at any time to carry out additional duties or responsibilities which fall reasonably within the ambit of the job description, or in accordance with operational requirements.

Must be able to communicate in at least two of the official languages of the Western Cape  
Must apply attention to detail  
Must have excellent numerical skills  
Must have good interpersonal and communication skills  
Good management and human relations skills  
High level of responsibility

**PROBATION PERIOD: 6 months**

**ENQUIRIES: Mr. Renaldo Coetzee (044 801 9122)**

# VACANCY



## **Application form and additional information:**

The George Municipality will consider all applications in terms of its Employment Equity Plan which acknowledges the imperative need to diversify the demographic composition of its workforce, with the emphasis on appointing candidates from the designated/under –represented groups. Canvassing for appointment will lead to automatic disqualification.

If you meet the requirements, forward detailed CV, covering letter with a completed application form obtainable from the HR Office, Civic Centre, York Street, George, or from the Municipal Web site. Please address your application to: The Manager Human Resources, PO Box 19, George, 6530 or via email: [recruitment@george.gov.za](mailto:recruitment@george.gov.za)

Please note: Please attach certified copies of highest educational qualifications or relevant qualifications as per the job requirements. **State clearly on your application the reference number and post for which you are applying. The email Subject Line should display this information.** Your application will be subjected to verification of qualifications as well as credit and criminal record checks. On Appointment all candidates will need to sign an employment contract and, where applicable, a performance agreement and disclosure of benefits and interest. Application form can be downloaded from the George Municipality Website

Late applications or applications sent via fax will not be accepted.

If you are not invited for an interview within 3 months of the closing date, please accept that your application was unsuccessful.

**THE GEORGE MUNICIPALITY RESERVES THE RIGHT NOT TO MAKE AN APPOINTMENT**

**CLOSING DATE: 2023-01-04**

**COLLAB REFERENCE: 2445876**