

Die Langeberg Munisipaliteit (Wes Kaap Provinsie) bedien die dorpe Ashton, Robertson, Montagu, Bonnievale en McGregor in die skilderagtige Breëriviervallei/Klein Karoogebied, waar mense nog na aan die natuur leef. Aansoeke word hiermee ingewag van persone wat oor die nodige kwalifikasies en ondervinding beskik vir aanstelling in die onderstaande poste:

DIREKTORAAT FINANSIES

Rekenmeester (Finansiële State)

Kwalifikasies/ Ervaring:	Graad 12 en 3 jaar Nasionale Diploma of Graad in Finansies met Finansiële Rekeningkunde III as hoofvak; 1 jaar toepaslike ervaring; Rekenaargetletterd; Kode EB Bestuurderslisensie
Sleutelprestasie gebiede:	Behulpsaam met opstel van begroting in terme van die munisipale begroting en verslagdoening regulasies; Behulpsaam met voltooiing van maandverslae in terme van die munisipale begroting en verslagdoening regulasies; Byhou van toekennings register; Behulpsaam met opstelling van jaarlikse finansiële state; Verantwoordelik vir maandelikse finansiële state; Opstel van maandelikse verslag aangaande finansiële posisie; Teboekstelling van maandelikse joernale ten opsigte van reserwes en voorsienings en interne dienste; Samestelling van ouditlêer.
Vergoeding:	R 230 592 – R 248 460 per jaar asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid
Navrae met betrekking tot pos:	Skakel Mnr B Brown, Snr Bestuurder Begrotingskantoor by 023 615 8031

Sluitingsdatum: 24 Februarie 2016. Aansoeke (CV / aansoekvorm, kwalifikasies, getuigskrift(e), ID en Bestuurderslisensie waar van toepassing) met dekbrief moet gestuur word na Ashton Kantoor by **Posadres:** Privaatsak X2, Ashton, 6715; **E-pos:** tcarstens@langeberg.gov.za; **Faks:** (023) 615 1563. Verdere inligting is beskikbaar by die Bestuurder Menslike Hulpbronne by Ashton Kantoor, Tel (023) 615 8035 tydens normale kantoorure.

NB: Gunswerwing by Raadslede of enige lid van die Aanstellingskomitee sal aansoekers onmiddellik diskwalifiseer. Die Munisipaliteit is gebonde aan die beginsels van regstellende optrede soos uiteengesit in sy Diensbillikheidsplan. Aansoekers wat teen 30 April 2016 nog geen terugvoer gekry het nie, moet aanvaar dat hulle aansoeke nie geslaag het nie. CV's sal nie terugbesorg word nie. Geen aansoek sal oorweeg word as 'n aansoekvorm nie voltooi is nie. Die aansoekvorm is op die webwerf (www.langeberg.gov.za) en by alle munisipale kantore beskikbaar. Die Munisipaliteit behou die reg voor om geen aanstelling te maak nie. Alle suksesvolle kandidate se aanstellings is onderhewig aan die verifikasie van kwalifikasies en kriminele rekords.

SA MOKWENI
Munisipale Bestuurder
Munisipale kantore
Privaatsak X2; ASHTON
6715



The Langeberg Municipality (Western Cape Province) serves the towns Ashton, Robertson, Montagu, Bonnievale and McGregor in the picturesque Breede River Valley/Klein Karoo area, where people still live close to nature. Applications are hereby invited from persons with the necessary qualifications and experience for appointment in the following positions:

DIRECTORATE FINANCE

Accountant (Financial Statements)

Qualifications/ Experience:	Grade 12 and 3 year National Diploma or Degree in Finance with Financial Accounting III as main subject; 1 year appropriate experience; Computer literate; Code EB driver's license
Key Performance Areas:	Assist with compiling of budget in terms of the municipal budget and reporting regulations; Assist with the completion of monthly reports in terms of municipal budget and reporting regulations; Updating of grant register; Assist with compiling of annual financial statements; Responsible for monthly financial statements; Compiling of monthly report regarding financial position; Recording of monthly journals in regards to reserves, provisions and internal services; Compiling of audit file
Remuneration:	R 230 592 – R 248 460 per annum as well as normal benefits as applicable to a Local Authority.
Enquiries regarding post:	Contact Mr B Brown, Snr Manager Budget Office at 023 615 8031

Closing date: 24 February 2016. Applications (CV / application form, qualifications, testimonial(s), ID and driver's license where applicable) with covering letter must be submitted to the Municipal Manager at **Postal Address:** Private Bag X2, Ashton, 6715; **E-mail:** tcarstens@langeberg.gov.za; **Fax:** (023) 615 1563. Further information is available from the Manager Human Resources at Tel (023) 615 8035 during normal office hours.

NB: Canvassing of Council members or any member of the Appointment Committee will immediately disqualify applicants. The Municipality is bound by the principles of affirmative action as set out in its Employment Equity Plan. Applicants that have not received any feedback by 30 April 2016 must accept that their applications were unsuccessful. CV's will not be returned. No application will be considered if an application form is not completed. The application form is on the website (www.langeberg.gov.za) and at all municipal offices available. The Municipality have the right not to make an appointment. All successful candidates' appointments are subject to verification of qualifications and criminal records.

SA MOKWENI
Municipal Manager
Municipal Offices
Private Bag X2
ASHTON 6715