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## INTERNAL/EXTERNAL ADVERTISEMENT

**PLACE OF WORK : SEKHUKHUNE DISTRICT MUNICIPALITY**  
**DEPARTMENT : BUDGET AND TREASURY**  
**POSITION : MANAGER BUDGET AND FINANCIAL REPORTING X1**  
**DURATION : PERMANENT**  
**SALARY : R1 146 154.90 PER ANNUM (INCLUDING BENEFITS)**

**QUALIFICATIONS:** A relevant 3 year tertiary qualification, preferably a National Diploma or B Com with financial accounting as a major subject. Computer literacy: MS Office

**EXPERIENCE:** 8 years or more relevant experience covering all aspects of the relevant financial process and the Management of financial information or having gained specialist experience in finance discipline.

**SUMMARY OF CORE FUNCTIONS:** Manages the key performance and result indicators associated with the Budget & Financial Accounting Branch of the Budget & Treasury Business Unit through the implementation of laid down policies and procedures dictating financial reporting and recording requirements, providing input into longer term objective setting and financial planning sequences and; directing and executing accounting procedures and processes associated with controlling Capital & Operating, Budget, Financial Accounting Control & Systems Development, Activity Based Costing and Business Unit Support & Consolidated Accounting in keeping with the MFMA, SDBIP and IDP.

**PLACE OF WORK : SEKHUKHUNE DISTRICT MUNICIPALITY**  
**DEPARTMENT : BUDGET AND TREASURY**  
**POSITION : ACCOUNTANT SUPPLY CHAIN MANAGEMENT X1**  
**DURATION : PERMANENT**  
**SALARY : R1 101 648.31 PER ANNUM (INCLUDING BENEFITS)**

**QUALIFICATIONS:** A relevant 3 year tertiary qualification, preferably a National Diploma or B Com with financial accounting as a major subject. Computer literacy: MS Office

**EXPERIENCE:** 2-5 years' relevant experience required.

**SUMMARY OF CORE FUNCTIONS:** Coordinates and controls accounting processes associated with the procuring of products and/ or specific services through interaction and communication internally and externally on aspects pertaining to the demand and availability of products and/ or alternatives, pricing, quality, lead times and service delivery standards against agreed terms and conditions; investigating trends and current techniques and reporting on the appropriateness and benefits prior to

introduction, monitoring purchase and procurement with Supply Chain Policy and Financial Regulations.

**PLACE OF WORK** : SEKHUKHUNE DISTRICT MUNICIPALITY  
**DEPARTMENT** : BUDGET AND TREASURY  
**POSITION** : ACCOUNTANT ASSET MANAGEMENT (Movable) X1  
**DURATION** : PERMANENT  
**SALARY** : R1 101 648.31 PER ANNUM (INCLUDING BENEFITS)

**QUALIFICATIONS:** A relevant 3 year tertiary qualification, preferably a National Diploma or B Com with financial accounting as a major subject. Computer literacy: MS Office

**EXPERIENCE:** 2-5 years' relevant experience required.

**SUMMARY OF CORE FUNCTIONS:** To ensure that additions relating to movable assets are all captured in the system and that accurate monthly reports and reconciliations are done. To ensure an accurate and timely financial reporting. To coordinate moveable assets to ensure assets are in good working conditions and are maintained.

**PLACE OF WORK** : SEKHUKHUNE DISTRICT MUNICIPALITY  
**DEPARTMENT** : BUDGET AND TREASURY  
**POSITION** : ACCOUNTANT PAYROLL X1  
**DURATION** : PERMANENT  
**SALARY** : R1 101 648.31 PER ANNUM (INCLUDING BENEFITS)

**QUALIFICATIONS:** A relevant 3 year tertiary qualification, preferably a National Diploma or B Com with financial accounting as a major subject. Computer literacy: MS Office

**EXPERIENCE:** 2-5 years' relevant experience required.

**SUMMARY OF CORE FUNCTIONS:** Approving deductions, claims and overtime for processing in individual salaries e.g. verifying necessary documentation, calculations etc. Reconciling and reporting on the month end salaries generated by the system with all payrolls produced. Evaluating and aligning financial information systems and control processes. Documenting, controlling and maintaining comprehensive financial records and adheres to statutory compliance on safekeeping and reporting.

**PLACE OF WORK** : SEKHUKHUNE DISTRICT MUNICIPALITY  
**DEPARTMENT** : BUDGET & TREASURY  
**POSITION** : PAYROLL CLERK X1  
**DURATION** : PERMANENT  
**SALARY** : R 411 345.70 PER ANNUM (EXCLUDING BENEFITS)

**QUALIFICATIONS:** National Diploma in Financial Management/Accounting  
Computer Literacy: MS Office.

**EXPERIENCE:** 1-2 years' experience.

**SUMMARY OF CORE FUNCTIONS:** Processing payroll parameters/ fields on the system with regards to statutory deductions, rates of pay, transfers, etc. Generating payroll reports and distributing salary advice slips to employees.

## **ERRATUM:**

This serves to correct the salary and level of the **Water Quality Officer position** that was advertised externally in the Sekhukhune Times newspaper on **12 March 2026**, with closing date being **2 April 2026**.

The correct level is **level 8** and **level 5**, and the correct salary is **R351 079.59 per annum (excluding benefits)** and not **R537 748.30 per annum**.

**Enquiries:** Ms. MP Senne or MP Mapheto (Tel: 013 262 777692/ 7415). Applicants who previously applied for re-advertised post(s) may re-apply if still interested. There will be a need for signing of an employment contract, performance agreement and disclosure of financial interests and where necessary undergo screening, security vetting and competency assessment. Sekhukhune District Municipality is an equal opportunity, affirmative action employer. In the filling of these vacant posts, the objectives of s195(1)(i) of the Constitution of the Republic of South Africa, 1996, the Employment Equity imperatives as defined by the Employment Equity Act 55 of 1998 as well as the relevant Human Resources prescripts of the municipality will be taken into consideration. It is our intention to promote representativity in terms of race, gender and disability. Applicants whose appointments will promote diversified representation will receive preference. In particular, women are encouraged to apply. The appointment will be done in terms of the Local Government: Municipal Staff Regulations of 20 September 2021 read together with the Recruitment Selection and Appointment Policy of the municipality.

Applicants for these posts must submit fully completed official application form for employment available at municipality's offices or website ([www.sekhukhune.gov.za](http://www.sekhukhune.gov.za)) with their detailed curriculum vitae (CV), certified copies of academic qualifications, Identity Document (ID) as well as valid motor vehicle driver's licence (with applicable legal exceptions for persons with disabilities) to: **Mr. MM Kgwale, Municipal Manager, Sekhukhune District Municipality, Private Bag X8611, Groblersdal, 0470, Attention: Mr Mapheto , Tel: 013 262 7415 or hand deliver @ Bareki Mall, Sekhukhune District Municipality, 3 West Street, Groblersdal on or before 08 MAY 2026 at 12h00**

Late, faxed, e-mailed or applications not made on the official application form shall not be considered. It is the responsibility of applicants in possession of foreign qualifications to submit evaluated results by the South African Qualifications Authority. Failure to submit all the required documents shall render the application invalid. Sekhukhune District Municipality reserves the right not to make an appointment. Correspondence will be limited to successful candidates only. If you do not receive any response from us within three (3) months from the date of this advertisement, please accept that your application was unsuccessful. Canvassing Councillors or officials for the appointment is strictly prohibited and will automatically disqualify the applicant. Visit our website at ([www.sekhukhune.gov.za](http://www.sekhukhune.gov.za)).