



ALFRED NZO
DISTRICT MUNICIPALITY

Enquiries: S FIKENI

EXTERNAL ADVERTISEMENT

VACANT POSITIONS

NOTICE NO 09/2020/2021

Applicants are hereby invited from suitably qualified persons for the following position:

1. **Municipal Manager's Office - WSA**

ASSISTANT MANAGER: ENVIRONMENT MANAGEMENT

FIVE (05) YEARS FIXED TERM CONTACT

TOTAL REMUNERATION PACKAGE: R821 496.50 (ALL INCLUSIVE PACKAGE)

STATIONED PLACE: MOUNT AYLIF (MAIN OFFICES)

ESSENTIAL REQUIREMENTS: Grade 12 • Degree in Environmental Science or Environmental Management or any Natural Science qualification • At least 5 years experience in the field of Environmental Management field • Of which a minimum of 3 years experience in Water Quality Management • Innovate, research background • knowledge of relevant regulation in the water sector (National Water Act (NWA), Water Services Act (WSA, Municipal Systems Act, etc.) • A valid driver's license • Post Graduate qualification and Registration with professional's body will be an added advantage.

KEY PERFORMANCE AREAS: Facilitate the loading of water and wastewater quality reports on IRIS, Prepare all water quality report failures (i.e. both BDS and

GDS) and recommend corrective measures , Coordinate the water Quality Proficiency Testing with SABS • Ensure that SANS 241 audit is conducted once a year for each sample point including rural supply systems • Coordinate all environmental Management issues within the district , Coordinate and facilitate external/international partnerships relating to environmental management, Coordinate District Environmental Management Forums • Assist with water use licensing and authorizations • Develop and review Environmental Management and Water Quality Monitoring Plans for the district

2. Budget and Treasury Office

ASSISTANT MANAGER: REVENUE MANAGEMENT

FIVE (05) YEARS FIXED TERM CONTACT

TOTAL REMUNERATION PACKAGE: R821 496.50 (ALL INCLUSIVE PACKAGE)

STATIONED PLACE: MOUNT AYLIFF (MAIN OFFICES)

ESSENTIAL REQUIREMENTS: Grade 12 • Bachelor's degree in Financial Accounting or National Diploma in Accounting , Finance • Certificate program in Municipal Development (CPMD) will be an added advantage • minimum of three (3) years at Middle Management level with a minimum of five (5) years actual and appropriate experience in revenue management • Previous experience in the compilation , analysis and interpretation of financial management reports will be an added advantage • Valid code B driver license

KEY PERFORMANCE AREAS: Managing staff in the credit control, cash and investment management units of the revenue section • develop sound revenue collection and cash management strategies and ensure they are effectively implemented • Reporting according to the to the relevant accounting standards, GRAP, and AFMA • Assist in the preparation of Annual Financial Statements • Plans , reviews and administers accounting systems and procedures • Analysis and

addressing the financial information needs of the institution with respect to revenue management • Plan, provides accounting systems and services relating to revenue management and the financial dealings of the Municipality and advise on associated records keeping and compliance requirements • Managing operational costs or the Municipality's income and expenditure as far as it pertains to the revenue management section : prepare value Added Tax returns

Closing date: 20 November 2020

Please note: Applicants must submit a completed **ANDM Employment Form** obtained from our offices or on our website (www.andm.gov.za) and a comprehensive Curriculum Vitae with exposition of their experience and competencies with certified copies of qualifications, Identity document and license where applicable. **Applications should be forwarded to the Corporate Services Department, Alfred Nzo District Municipality, ERF 1400 Ntsizwa Street or Private Bag X 511, Mount Ayliff, 4735. Appointment will be subject to appropriate security clearance/criminal record check, a competency as well as reference and qualification checks.** If applicants receive no notification within one month from the closing date, please assume that your application was unsuccessful. The council reserves the right not to fill the position. Alfred Nzo District Municipality is an equal opportunity and affirmative action employer and people from designated groups.

LATE, EMAILED AND FAXED APPLICATIONS WILL NOT BE ACCEPTED

All enquiries should be directed to Mr. S FIKENI, HR Officer by telephone at (039) 254 5000.



**Z. H. SIKHUNDLA
MUNICIPAL MANAGER**