

# ENDUMENI MUNICIPALITY

## STAFF VACANCIES

The Endumeni Municipality, an affirmative action and equal opportunity employer herewith invites applications from suitably qualified and competent persons for employment to the following vacancies in the Finance Department.

### 1. SENIOR ACCOUNTANT (INCOME)

<b>Qualifications</b>	Grade 12 with a Financial Tertiary Qualification or Diploma in Debt Collection Applicants must have a high level of communication and public relations skills and be able to deal with the public. The ability to communicate in Zulu is essential.
<b>Experience</b>	Minimum of 5 years in a senior position in a debt collection office. Computer experience is essential. Previous experience in the Finance Department of a Local Municipality will be an advantage.
<b>Salary</b>	Scale 13: R185496 – R240780 p.a plus normal Council fringe benefits

### 2. SENIOR CLERK (INCOME)

<b>Qualifications</b>	Grade 12. A Financial Tertiary Qualification or Financial Diploma will be a recommendation . Applicants must have a high level of communication and public relations skills and be able to deal with the public. The ability to communicate in Zulu is essential.
<b>Experience</b>	Minimum of 4 years in a debt collection office. Computer experience in the Finance Department of a Local Municipality will be an advantage.
<b>Salary</b>	Scale 9: R104988 – R136284 p.a. plus normal Council fringe benefits

Enquiries may be directed to the Manager: Income, Mrs E Botha at 034-2122121.

Applications on the official application forms, accompanied by certified copies of testimonials and certificates, must reach the undersigned no later than 10 September 2010 at 12h00 at Room 58.

Should no response to an application submitted be received within 3 weeks from the above mentioned closing date, it must be accepted that your application was unsuccessful.

**JB MALTMAN  
ACTING MUNICIPAL MANAGER  
ENDUMENI MUNICIPALITY  
PRIVATE BAG X2024  
DUNDEE  
3000  
NOTICE NO. 67/2010**