



DR. PIXLEY KA ISAKA SEME LOCAL MUNICIPALITY

Dr Pixley Ka Isaka Seme Local Municipality is a grade three (03) municipality with its seat in Volksrust hereby invites applications from suitable qualified candidates who are committed, self-driven, motivated, service delivery driven and high performing professionals/practitioners for the positions of:

Internal / External Re-Advertisement

1x Manager Accounting Services

Post Level 03

MP304/BT/MA001

Department of the Budget and Treasury (Finance)

REMUNERATION: R525 961.48 per annum plus traveling allowance subject to certain conditions, other municipal benefits as determined by the SALGBC are offered.

MINIMUM QUALIFICATIONS REQUIREMENTS	
Grade 12 plus bachelor's degree or B Com in Accounting / Cost Management Accounting or Local Government Finance or equivalent qualification at NQF Level 07. Registration with SAICA / SAIPA or other professional bodies will be an added advantage.	
WORK RELATED EXPERIENCE, SKILLS AND KNOWLEDGE	
Experience	6 - 8 years relevant experience in financial management and preparation of AFS & Assets management. At least 03 years must be in Supervisory or management capacity. Experience in Financial Statements preparation, MFMA and GRAP standards will be an added advantage.
Type of knowledge	Sound knowledge of Local Government Legislations. Sound knowledge of strategic process. Knowledge of public financial management and understanding of Local Government operations. Knowledge of Municipal Systems Act and the Municipal Finance Management Act.
Skills Requirements	Interpersonal skills, advanced problem-solving skills, strong conflict management and negotiation skills, advanced written and verbal communication skills, good organising and planning skills. Be able to compile quarterly and annual reports.
Additional Requirements	Valid Code B driver's licence. Computer Literacy: Microsoft Office software
Core Functions	Management of Financial Statements preparation and Assets. Responsible for preparation of Interim AFS and updating of FAR. Compilation of Annual Financial Statements (AFS). Maintain main charts of accounts. Assist CFO with any financial reports required. Manage and implement Audit Action Plan. Manage and maintain fixed Assets Register. Ensure that all reconciliations are done on a monthly basis.

Re-Advertisement

1x Manager ICT

Post Level 03

MP304/CS/MIT001

Department of the Corporate Services

REMUNERATION: R525 961.48 per annum plus traveling allowance subject to certain conditions, other municipal benefits as determined by the SALGBC are offered.

MINIMUM QUALIFICATIONS REQUIREMENTS	
Grade 12 plus National Diploma or bachelor's degree in Information Technology / Computer Science / Information Systems or equivalent qualification at NQF Level 6/7.	
WORK RELATED EXPERIENCE, SKILLS AND KNOWLEDGE	
Experience	5 - 8 years relevant experience in Information Communication Technology (ICT) of which 02 years must be in Supervisory level. Experience in Policies, Systems, Procedures, Structures, Legislations, and Industry best practices as amended from time to time.
Type of knowledge	Sound knowledge of Local Government Legislations. Sound knowledge of strategic process. Be able to interact with different people at all levels. Knowledge of Information Communication Technology and Computer Science.
Skills Requirements	Interpersonal skills, advanced problem-solving skills, strong conflict management and negotiation skills, advanced written and verbal communication skills, good organising, presentation skills, ability to prioritize multiple tasks, financial management skills and planning skills. Be able to compile reports. Ability to work in a team environment, deadline driven and able to deliver high quality work. Be able to maintain a high level of confidentiality. Excellent project management. Performance management, persistence, and ability to deal with pressure. Strong management and leadership skills.
Additional Requirements	Valid Code B driver's licence. Computer Literacy: Microsoft Office software
Core Functions	Manages and controls the key performance areas and result indicators associated with the provision of a quality and capable Information Technology structure for the Municipality through investigation, analysis and interpretation of developmental requirements, mapping out continuous improvement strategies for consideration, coordinating sequences with respect to the implementation of Information Communication Technology procedures pertaining to the scoping, award and monitoring of contactor performance and, maintaining optimum system and network operating functionality. Keeping abreast with technological developments in the IT environment with specific emphasis on improving networking, accessibility and performance of systems, applications, and tools. Design, develop, implement, and coordinate systems, ICT related policies and procedures. Plans, manages, organizes, and controls the key performance areas of the Information Communication Technology services function through the implementation of policies, procedures, systems, and controls guiding critical intervention, applications and outcomes. Providing advice and support with respect to specific functional requirements and controlling the operational dimensions related to information and knowledge management systems, hardware and software applications, customer services applications, financial management systems, record archiving, communicating infrastructure and facilities. Controls the Key Performance Indicator's and outcomes of personnel

within the Section. Manages the applications and sequences associated with procedural guidelines to control the municipality's system support activities. Prepares capital and operating estimates and controls expenditure against the approved budget allocations. Manages the formulation of specific contracts and tender documents and controls contractual obligations. Compile strategy and policy with regards to the ICT function as a whole, in accordance with the broader national and provincial ICT policy guidelines and objectives. Participating in various meetings (internal and external forums) and provides comments/opinions on matters affecting or concerning the functionality. Developing annual ICT procurement plans in line with the SDBIP and IDP.

Enquiries must be directed to: The Human Resources Manager, Mr I M Shabangu during office hours at 017 734 6100.

A covering letter clearly stating the position applying for, comprehensive Curriculum Vitae, originally certified copies of ID and qualifications must accompany your application form. Applications should be made on the Municipal Application Form for employment which can be obtained on the municipal website (<http://pixleykaseme.gov.za>) or Municipal Office. A person who fails to complete an application form, his or her application will not be considered.

Completion of the approved municipal assessment process coupled with vetting of qualifications, criminal record and previous employer checks will be conducted on all short-listed candidates. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). The successful candidate will have to sign an employment contract.

Interested and appropriately qualified people should address their applications to:

The Municipal Manager Mr. M.A Ngcobo, Dr. Pixley Ka Isaka Seme Local Municipality Private Bag X9011, Volksrust, 2470 or for attention of The Manager Human Resources, Municipal Offices; Cnr. Nelson Mandela Drive and Adelaide Tambo Street, Volksrust, 2470

If no reply is received within 60 days after the closing date, applicants must accept that the application was unsuccessful. The Council reserves the right not to make an appointment.

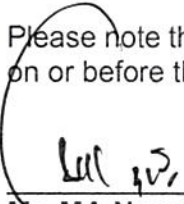
Dr Pixley Ka Isaka Seme Local Municipality is an Affirmative employer and committed to the implementation of the Employment Equity Plan, people from designated groups are therefore encouraged to apply.

Women and people with disabilities are encouraged to apply. People with disabilities must state the nature of their disability in the application. 

NB. Applications submitted electronically or per facsimile shall be disqualified. Proof of canvassing and other unacceptable conduct will automatically disqualify an applicant.

Closing Date: 15 April 2026 at 16H30

Please note that it is the responsibility of the applicant to ensure that the application reaches the municipality on or before the closing date mentioned above.



Mr. MA Ngcobo
Municipal Manager
Notice No: 26/2026

Issued Date: 26/03/2026