

GOVAN MBEKI LOCAL MUNICIPALITY



VACANCY ADVERTISEMENT

To visit the Municipal Website
and download the Advertisement
Scan the QR code



Head Office: Central Business Area, Horwood Street, Secunda, P/Bag X 1017, Secunda, 2302, Tel: 017 620-6000
Please contact our website for further details: www.govanmbeki.gov.za

PLEASE NOTE:

- Interested applicants meeting the requirements should forward the following:
 - Fully completed official Application Form which is available at the Secunda Main Offices, All Regional Offices as well as the on the Municipal Website www.govanmbeki.gov.za
 - Detailed CV, Certified Copies of Qualifications and Identity Document for up to 6 months.
 - Applications not submitted with the fully Completed Official Application Form will not be considered.
 - Applications with Foreign Qualifications must be attached with a SAQA verification document.
- All short-listed applicants will be required to produce their original identity document, driver's licence and qualifications/documents at the interviews. Failure to comply will result in disqualification.
- Applications must be addressed to: **The Manager Human Capital, Private Bag X1017, Secunda, 2302, hand delivered or emailed to recruitment.finance@govanmbeki.gov.za**
- Communication will only be between the recruitment section and shortlisted candidates. Applicants who have not been contacted within thirty (30) days of the closing date should consider their applications unsuccessful.
- The Govan Mbeki Municipality reserves the right not to make an appointment and to re-advertise positions.
- The submission of an application gives Govan Mbeki Municipality the right to verify your qualifications, perform reference checks from current and previous employers as well as academic institutions and SAQA.
- The successful applicant must enter into a Performance Agreement with the Employer.
- Applications from women, people with disabilities and historical disadvantaged individuals are strongly encouraged to apply and will be appreciated.

ERRATUM INTERNAL / EXTERNAL ADVERTISEMENT

CLOSING DATE: MONDAY, 12 OCTOBER 2026 at 12:00

DEPARTMENT: FINANCE

SENIOR ACCOUNTANT: ASSET MANAGEMENT

(REF: 2026-2027/26)

Requirements:

- Grade 12
- Three (3) year National Diploma in Accounting Science or financial related fields (NQF 6)
- Five (5) to Eight (8) years' relevant experience Asset Management of which 2 years must be in a Supervisory role
- National Treasury Minimum Competency Requirements
- Computer Literacy
- Valid Code B (08) Driver's License
- Knowledge of applicable local government legislations (eg: MSA and MFMA)
- Good communication skills
- Compliance to statutory requirements

The successful applicant / candidate must possess competencies as published in Annexure A of the Local Government: Municipal Staff Regulations promulgated in Government Gazette 45181 of 20 September 2021

Key Performance Areas:

- Co-ordinating, monitoring and facilitating the asset register compilation process.
- Overseeing the updating of the asset register.
- Assist with the asset verification process prior to the Auditor General audits
- Assisting in developing and implementing programs and controls by communicating with directorates on asset issues.
- Designing and evaluating internal controls to control asset movement during and after the asset register compilation process.
- Maintaining a computerized database of assets
- Observing on the capitalization of assets by referring to the latest Generally Recognized Accounting (GRAP) statements.
- Resolving queries from the other departments related to the fixed register.
- Ensure that the asset register is reconciled on an ongoing basis
- Preparing monthly, quarterly and annual reports
- Calculating the profit /loss on disposal of assets correctly and ensure that the asset is removed from the asset register
- Assisting with the administration and updating of the Capital Financing and Asset Management Module within the financial system.
- Ensuring that insurance votes are reconciled with the vote of various departments.
- Leading, Guiding, instructing, delegating work and motivating subordinates by means of regular staff meetings and daily interaction with subordinates
- Attending to queries raised by the Auditor General

BASIC ANNUAL SALARY: R 726 696.00 (Post Level 04) plus normal company benefits