



**RAYMOND
MHLABA**
MUNICIPALITY

UMANYANO KUPHILISO

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8 Somerset Street | Fort Beaufort, 5720 | P.O.Box 36, Fort Beaufort, 5720

EXTERNAL RE-ADVERTISEMENT FOR VACANT POSITIONS

The Raymond Mhlaba Local Municipality is a Category B Municipality, established after the amalgamation of Nkonkobe and Nxuba municipalities. It has its administrative seat in KwaMaqoma and its Council seat in eDikeni. The Raymond Mhlaba Municipality comprises of the historic towns of eDikeni (home of University of Fort Hare), KwaMaqoma, Hogsback, Middledrift, Debe Nek, Seymour, Balfour, Adelaide, and Bedford. It also serves a large rural area in addition to the towns. The Raymond Mhlaba Local Municipality falls in the Amathole District Municipality in the province of the Eastern Cape. The municipality is looking for individuals to feel the following position:

MANAGER: BUDGET AND ASSETS

PERMANENT POSITION

TASK GRADE 15

DIRECTORATE: BUDGET AND TREASURY

FRINGE BENEFITS: Normal fringe benefits including Travelling allowance, pension fund, medical aid, leave and housing subsidy on certain conditions.

Requirements include: Grade 12; Bachelor's Degree in Financial Accounting/ Cost and Management Accounting; A Postgraduate Degree in Finance related studies; SAICA or SAIPA articles are a requirement; Code B Driving License; Certificate in MFMP will be an added advantage.

Duties include:

- Manages and leads the budget planning process.
- Managing the preparation of enhanced standards financial statements in support of the straight and operational decision and forward to immediate superior for authorization.
- Leading the monitoring if utilization of budget in line with the SDBIP and forward a detailed report to immediate superior for further processing.
- Designing budget and forecast guidance, development of tools and processes and coaching the budget holders on the use of budgeting and forecasting system and processes.

- Guiding the preparations of ledger accounts detailing the current funds, loan funds, plant restricted and unrestricted funds.
- Overseeing the preparations of relevant reports on documents necessary for carrying out of an effective and efficient audit process.
- Managing the implementation of change management initiatives within area of budget management.

For enquiries, please contact Ms. N. Kopana: Acting HR Manager at the following number (046) 645 7420/7414

Application form (obtainable from the Municipal website) together with a comprehensive Curriculum Vitae and certified copies (not older than 6 months) of qualifications and identity document must be addressed to: The Municipal Manager, Raymond Mhlaba Local Municipality, No.08 Somerset, KwaMaqoma,5720 and should reach the afore-mentioned not later than 20th March 2026 at 12h00. Failure to attach the required documents will disqualify your application. Canvassing of Councilors is not permitted, and proof thereof will result in disqualification **No faxed or emailed applications will be considered.**

Raymond Mhlaba Municipality is committed to employment equity and therefore in these appointments such factors will be considered. Women and people living with Disabilities are encouraged to apply. Raymond Mhlaba Municipality is under no obligation to fill a post after the advertisement thereof. Correspondence will only be entered into with the shortlisted candidates. If you have not heard from us within 3 months of the closing date, regard your application as unsuccessful. The council nevertheless appreciate the interest shown by all applicants.



MS U. T. MALINZI
MUNICIPAL MANAGER