



JOHN TAOLO GAETSEWE DISTRICT MUNICIPALITY

The John Taolo Gaetsewe District Municipality, situated in Kuruman is an equal opportunity employer, and hereby invites suitably qualified candidates to apply for the under-mentioned vacancy.

External Advertisement

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC) COORDINATOR (PERMANENT POSITION)

Remuneration: R 514 219, 86 - R 540 235, 42 per annum

Requirements:

- Bachelor's Degree in Law or Public Administration
- 2 -3 years' experience in Local Government Environment
- Good understanding of Local Government Legal Prescripts
- Ability to conduct research in various aspects of local government
- Ability to interpret statutes and analyses related documents
- Report writing skills
- Computer skills
- Communication skills

Key Performance Areas:

- Manage administrative functioning of MPAC
- Conduct research on all delegated functions and report to MPAC
- Analyse council resolutions relating to MPAC and facilitate execution
- Assist MPAC with preparation of oversight report for submission to council as legislated
- Interpret legislation as well as regulations and advice MPAC
- Implement work plan of the MPAC in consultation with the Municipal Manager
- Work closely with the chairperson for the execution of the MPAC functions
- Ensure that MPAC meetings take place as scheduled
- Ensure compliance with all relevant legislation and regulations
- Liaise with management on all matters relating to oversight
- Execute any other functions delegated from time to time by the Municipal Manager

Conditions:

1. Each applicant must submit the following:
 - Completed "Application form for staff members" which can be downloaded from the JTGDM web-site on www.taologaetsewe.gov.za
 - A signed application letter;
 - A comprehensive CV;
 - Certified copies of qualifications,
 - Transcripts of the professional qualifications;
 - Certified ID and driver's license
2. No late applications will be considered.
3. Candidates will be subjected to vetting, rigorous verification of qualifications and references as well through evaluation and the establishment of possible and criminal records;
4. The candidates will be required to disclose all financial interests.
5. The appointment of successful candidate is subjected to the signing of employment contracts and performance agreements;
6. The Municipality reserves the right at all times not to appoint.
7. If you do not get any response within 30 days of closure of the advertisement, please accept that you were unsuccessful.
8. No faxed or emailed application will be accepted.
9. The John Taolo Gaetsewe Municipality subscribes to the principles of employment equity



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10. Canvassing will disqualify any candidate from being considered for appointment

Applications for the position should be forwarded to:

The Municipal Manager, John Taolo Gaetsewe District Municipality, P.O. Box 1480, Kuruman or hand delivered to 4 Federale Mynbou Street, Kuruman, on or before **27th October 2023**.

All enquiries can be directed to the HR Manager Mrs Portia Mereyotlhe @ 053 712 8750/8710/8714.

**Mr KK Teise
Municipal Manager**

