



(EXTERNAL ADVERTISEMENT)

DIRECTORATE: FINANCIAL SERVICES
DIVISION: FINANCIAL SERVICES
SECTION: FINANCIAL MANAGEMENT INTERNS
LOCATION: WORCESTER

FINANCIAL MANAGEMENT INTERN

REMUNERATION: R 100 000,00 per annum *(No additional benefits or allowances will be payable)*

CONTRACT PERIOD: 3-year fixed term contract
Ref: FS/FMI/0224

Job Purpose: Assistance with adherence to GRAP principles and budget procedures. Assist in the development of statistical reporting modules. Assist in developing financial policies and procedures. Assist in the compilation of budgets, financial statements, and management reports. Assist with reconciliations and financial analyses; Electronic capturing of financial data; Other financial functions, including Asset management and insurance. Assist with Revenue and Income Management. Assist with Expenditure and Supply Chain Management. Any Finance-related administration. Rotation within the different departments over the period of internship.

Requirements: B. Comm degree, National Diploma or equivalent, preferably majoring in Accounting; Sound knowledge of General Recognized Accounting Practice (GRAP); Good verbal and written communication skills; Be computer literate and have knowledge of Microsoft Office Word and Excel applications.

PLEASE NOTE: *Please read the below conditions carefully, only those who comply with the conditions will be considered*

1. No late applications will be considered.
2. The Municipality is an equal opportunity employer and as such will observe the requirements of the **Employment Equity Act** and its **EE plan**
3. **Note that BVM is using a new Recruitment Portal which is an online portal.**
4. **Only online applications will be accepted.**
5. To apply in assured confidence, please do so online via the link: <https://bvmjobs.mcidirecthire.com>
6. **When applying online: Please ensure that you fill in all required Fields.**
7. **Also attach an updated CV, certified copies of qualifications, and covering letter.**
8. Any candidate appointed at the **Breede Valley Municipality** will sign an employment and performance agreement that will be subject to probation monitoring and performance monitoring in accordance with the Local Government: Municipal Staff Regulations. ‘
9. **For enquiries contact the Human Resources Office at 023 348 4961 or on email address: ssatarein@bvm.gov.za / mntukulo@bvm.gov.za / mmbiza@bvm.gov.za**
10. Canvassing with Councillors or any other decision-maker is not permitted, and proof thereof will result in disqualification.

11. Fraudulent qualifications documentation will immediately disqualify any applicant.
12. If you have not heard from us within 60 days of the closing date, please accept that your application has been unsuccessful.

All applications should reach us by **15 March 2024 at 13:00.**

The Municipality reserves its right not to make an appointment.