

# VACANCY VAKATURE



## EXTERNAL CIRCULATION

**DIRECTORATE: Financial Services**  
**POST DESIGNATION: INTERNSHIP FINANCIAL MANAGEMENT - George**  
**(Temporary)- 24 Months**  
**REFERENCE: 3444903**

Salary: R8500.00 (All-inclusive package)

Applications are invited from dynamic individuals in the George area who have recently obtained a relevant 3-year tertiary (National Diploma or Bachelor's Degree) in the financial field, to gain practical experience in Local Government financial management.

This project is an initiative of National Treasury's Financial Management and Budget Reform Programme and is aimed at capacitating/training graduates for a career in Local Government Finance.

The appointees will primarily be trained in the Budget, Financial Statements and Internal Audit sections as part of their training programme. They will also be utilised in other functional areas within the Financial Services Directorate to ensure that they develop the necessary skills.

### MINIMUM REQUIREMENTS:

Relevant 3-year tertiary (National Diploma or Bachelor's Degree) in the financial field with at least Financial Management, Management Accounting, Local Government Finance, Financial Accounting or Internal Audit. Applicants must have completed their diploma/degree or certificates successfully.

Good written and spoken communication skills.

Computer literacy (MS Office).

Preference will be given to graduates who have recently completed their studies.

Preference will be given to graduates who reside in George and the Southern Cape and surrounding areas i.e. George, Mossel Bay, Knysna, Oudtshoorn, Plettenberg Bay, etc.

**ENQUIRIES: Duane Scholtz ((044) 801 9036)**

### INSTRUCTIONS TO APPLICANTS (Please read carefully)

Applications must be submitted **electronically** on the E-recruitment site, which can be found on the George Municipality website, [www.george.gov.za](http://www.george.gov.za), under **Job Portal**. Applicants must register and apply online before **[2024-11-06]** at 16:30pm.

### **Please Note the following when applying on the Portal:**

- Applicants must please ensure to follow the Assisting Guidelines that can be accessed on the website under Job Portal, before completing their online application.
- Applicants should check and verify their current status or the progression of their application, by referring to their "Inbox" tab on the Portal.
- Please ensure that all the information on your profile is correct and all the necessary documents are attached, prior to submitting your job application.

**Applicants must complete all the mandatory profile fields honestly and thoroughly. Please ensure the following documents are submitted under the correct field titles:**

- A comprehensive CV (Stipulating full employment history-title of position held, time periods and duties).
- All applications must be accompanied by certified copies (not older than 6 months), by a Commissioner of Oath.

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- All relevant Qualifications and Identity document must accompany your application. Driver's license and registration with a professional body must accompany your application only if applicable.

**Only online applications will be accepted.**

**The turnaround time for assistance with any portal related challenges is two (2) working days. Applicants are urged to register and apply well in advance.**

**Disqualification:**

**Please note that the following will lead to disqualification:**

- Non-submission of required documents or submission of fraudulent documents.
- Canvassing of Councillors and/or officials.
- Non-adherence to the instructions on the advertisement.

**NB:** Please note, where necessary, shortlisted candidates will be subjected to a screening and vetting process. By applying for this position, candidates agree to background checks being performed which will include reference and other relevant checks.

**The Municipality reserves the right not to make an appointment.**

Should you not hear from us within 3 months of the closing date, kindly regard your application as being unsuccessful.

George Municipality is an equal opportunity employer which subscribes to the principle of affirmative action and Employment Equity. Preference will be given to applicants from the designated/under-represented groups.

The appointment will be subject to the need for signing of an employment contract and, where applicable, a performance agreement and disclosure of benefits and interest.

**CLOSING DATE: [2024-11-06] AT 16:30PM**