



MAKHADO LOCAL MUNICIPALITY

Applications are hereby invited from suitable qualified candidates for vacant positions in Makhado Local Municipality

BUDGET AND TREASURY

REVENUE DIVISION

1 x ACCOUNTANT: DEBT COLLECTIONS & CREDIT CONTROL Ref: (5/3/4/3/69)

Salary Scale: R 569 184.07 – R 628 634.86 per annum (Post level 05)

Requirements: *Grade 12 *National Diploma in Accounting or equivalent qualification *Valid Code B driver's licence *Minimum of three (3) years' experience.

Key Performance Area: *Collection of all revenue that is due to the Municipality *Preparations of cut off list for accounts in arrears *Preparation of reports and statistics for rates of collections *Preparation of lists of accounts to be handed over to debt collectors *Preparation of debtors reconciliations on a monthly basis *Responding to Audit queries *Reviewing of revenue related policies on a an annual basis to assist in improvement of revenue management collection *Liasing with Government Departments about accounts which are in arrears

Key Competences: *Time management *Communication skills *Typing skills *Report writing skills *Interpersonal skills *Honesty and integrity *Able to work under pressure and abnormal working hours *Self-discipline and interpersonal skills.

NB: ALL SUCCESSFUL CANDIDATES WILL UNDERGO BACKGROUND CHECK AND VERIFICATION OF QUALIFICATIONS AND CRIMINAL RECORDS

Makhado Municipality is an equal opportunity employer and subscribe to employment equity act.

Forward your application on the Council's prescribed application form with a copy of CV and certified copies of qualifications to the Municipal Manager, Private Bag X2596, LOUIS TRICHARDT, 0920. Or Hand delivers to 83 Krogh Street, Civic Centre Makhado Municipality Louis Trichardt

For more information contact Human Resource Manager @ Ndweleni Dagada 015 519 3225 or Mr Muofhe A.P 015 519 3121 @ Human Resource Office

PLEASE NOTE: APPLICATIONS RECEIVED AFTER THE CLOSING DATE WILL NOT BE ACCEPTED

To view our current vacancies or to print the Application Form visit our website on www.makhado.gov.za

If no response is received from Makhado Local Municipality within 45 days after the closing date, it must be regarded that your application has not been successful.

Publication Date: 21 May 2026

Closing Date: 10 June 2026

Notice No: 56/2026

File No. 5/3B

**MR K M NEMANAME
MUNICIPAL MANAGER**