



## DEPARTMENT: FINANCIAL SERVICES: INTERNAL / EXTERNAL ADVERTS

Position	: <b>MANAGER: BUDGET AND REVENUE</b>
Salary	: R659 503.68 per annum. Task Grade 16
Minimum requirements & Experience	: B. Comm. Degree with Accounting as a major subject - (NQF Level 7).
Key Competencies	: Thorough knowledge of Local Government Accounting and Standards. Sound Public Finance Management knowledge (PFMA, GAAP, GRAP, Treasury Regulations). Strong conceptual and analytical skills. Attention to detail. Performance monitoring. Ability to work under pressure.
Key performance Areas	: <b>Financial Planning and Reporting:</b> Identifies and defines the short to medium term objectives and priorities of the Section related with the revenue management functionalities. <b>Personnel and Performance Management:</b> Manages and Controls the Key Performance Indicator's and outcomes of personnel within the Income Section. <b>Procedures, Systems and Controls:</b> Controls the implementation of specific procedures, systems and controls associated with key functional areas Embodied in the Revenue Section's structure. <b>Revenue Management:</b> Manages applications and sequences associated With recording, authorization and execution of revenue transactions. <b>Communication and Reporting:</b> Disseminates Information on Financial policies and processes and provides reports detailing interventions and outcomes. <b>Financial Forward Planning and Reporting:</b> Identifies and defines the short to medium term objectives and priorities of the Branch. <b>Personnel and Performance Management:</b> Directs and controls the Key Performance Indicator's and outcomes of Personnel within the Branch. <b>Procedures, Systems and Controls:</b> Directs the implementation of specific procedures, Systems and controls associated with key functional areas embodied in the Branch. <b>Financial Control:</b> Manages Applications and sequences associated with recording, authorization and execution of financial controls.


Applicants are advised that applications are subject to vetting. Application forms are available on: <https://www.tokologo.gov.za/index.php/notices/vacancies> Applications should be forwarded to the Human Resources Department, Tokologo Local Municipality, Private Bag X 46, Boshof, 8340 or hand delivered at the Offices of Tokologo Local Municipality, cnr. Vooortrekker Market Street, Boshof. Faxed or e-mailed applications will not be accepted.

Closing date for applications: **03 July 2025 at 16:00** Applicants are advised that if they have not heard from us within 60 days from the closing date, they should consider their applications as unsuccessful.

**NB: in submitting any information or documentation requested pursuant to this advertisement, you are consenting to the processing by Tokologo Local Municipality of your personal information contained therein, as contemplated in the Protection of Personal Information Act, No.4 of 2013 (POPI Act) and its regulations. The Municipality also commits to handle all the submitted personal information in compliance with the POPI Act and in line with its POPIA Compliance Policy.**

Tokologo Local Municipality reserves its right to appoint or not appoint in this position.

(Tokologo Local Municipality aims to promote equity in the workplace by ensuring equal opportunity and fair treatment in employment, and by addressing the disadvantages experienced by certain group; Women, White People and People living with Disabilities)

  
MR. A. M. SEHLOHO  
MUNICIPAL MANAGER