



KATIMA MULILO TOWN COUNCIL
 An equal opportunity employer

VACANCIES

DEPARTMENT OF FINANCE AND ADMINISTRATION

1x POST: SENIOR ACCOUNTANT: REVENUE & DEBT CONTROL (PATTERSON D1) (Re-advertisement)

Salary scale	: 253 260 – 269 119
Housing allowance	: 40% of basic salary with a bond
	: 20% of basic salary without a bond
Transport Allowance	: 7704.00 per annum

Main purpose of position

To ensure that all outstanding debts are collected in accordance with Council's policies and procedures. To ensure the effective and efficient running of the division in conjunction with the immediate superior, welfare of staff and the effective collection of all revenue and the control thereof and the recording of all income received.

Minimum Educational Qualification and Experience Required

- ❖ Bachelor's Degree in accounting, Auditing or related with 3 years' experience in a similar or related position
- or
- ❖ Diploma in Accounting or Auditing with 5 years working experience

Special Requirements

- ❖ Driving License Code B

Key performance areas

- ❖ Collection of all outstanding debts
- ❖ Recording and Accounting of all income
- ❖ Revenue and Debtors Votes
- ❖ Internal Audits
- ❖ Billing
- ❖ Financial Reporting and statistical data
- ❖ Staff supervision

THE COUNCIL OFFERS THE FOLLOWING BENEFITS:

Attractive pension scheme, medical scheme, 13th cheque and attractive leave per annum.

Written applications, detailed CV, proof of citizenship and certified copies of qualifications should be attached to your application and then be forwarded/addressed to: **The Chief Executive Officer, Katima Mulilo Town Council, Private Bag 5009, Katima Mulilo.**

Enquiries can be directed to the Head: Human Capital-Ms. Feliciana Shishiveni at 066 261566. Previously disadvantaged Namibians are encouraged to apply. No documents will be returned. Only short listed candidates will be contacted. Foreign qualifications should be accompanied by evaluation reports from NQA.

CLOSING DATE FOR APPLICATIONS IS FRIDAY, 19 May 2023.

NB: No emailed or faxed applications will be accepted.