



An area of unfound diversity

Xhariepp

District Municipality

Private Bag X 136, TROMPSBURG, 9913, Tel: (051) 011 2238, Fax: 051 713 0461
 maillebo@gmail.com Website: www.xhariep.gov.za

Xhariep District Municipality comprises of the following Local Municipalities; Kopanong, Letsemeng, Mohokare and Xhariep District Municipality subscribe to the principles of affirmative action and all accompanying regulations that seek to address the imbalances of the past. The administrative offices of the municipality are situated at Trompsburg; which is 125 km's south of Bloemfontein.

To this end, the municipality seeks to fill the following vacant posts.

POST NO	JOB ADVERTISEMENT	
1	Job Title	Finance Intern (3 Years Fixed Term Contract)
Ref. No. INT/07/2026	Reporting	Designated officials in the Budget and Treasury Office.
	Responsibility	- Working in the entire Budget and Treasury Office. - Dealing with expenditure administration. - Payroll. - Supply Chain Management. - Budget and VAT Returns. - Compilations and Submission of Compliance Reports in terms of various Acts and Legislation applicable to the municipality.
	No. of positions	1
	Qualifications	Three years Bachelor's Degree or National Diploma with major concentration in Economics, Accounting, Internal Auditor Risk Management.
	Requirements	New Market Entrant
	Remuneration	R100 000.00 Total package
	Specialised Training	Knowledge of Pastel Accounting.
	Experience	Knowledge of any Financial System Knowledge of Pastel Accounting system will be an added advantage.
	Knowledge and Skills	Computer skills.
	Behavioural Competencies	Integrity Honesty and confidentiality. Financial Problem Solving skills Ability to work under pressure. Ability to take verbal and written instructions

Please note:

- ❖ Application form for employment is obtainable in Gazette No. 45181 - www.xhariep.gov.za appear as Annexure B, page 762 of 770
- ❖ Applicants are informed that all the necessary checks/vetting to ensure suitability will be conducted.
- ❖ Applications should include the covering letter/Application form; resume and certified copies of qualifications and ID.
- ❖ The reference checks will be done to all shortlisted candidates.

- ❖ No emailed applications will be accepted.
- ❖ No late application will be considered.
- ❖ Should applicants not hear from us after 30 days of the closing date; they should consider their applications unsuccessful.
- ❖ Given the anticipated huge volume of applications; communication will be restricted to shortlisted candidates only.
- ❖ Canvassing of any officials or Councillors with the purpose of being appointed is not permitted and proof of such canvassing shall lead to disqualification.
- ❖ Xhariep District Municipality reserves the right not to make any appointment and to re-advertise before short list is compiled.
- ❖ Applicants submitting their Curriculum Vitae to this advertisement automatically agree and authorize Xhariep District Municipality and/or it's representative to undertake necessary confirmation of any information or certificate in the curriculum vitae or accompanied documents. **The applicant therefore gives consent that any information may be accessed for verification in adherence to the POPI Act.**

Applications should be directed to:	The Municipal Manager: 20 Louw Street, Trompsburg, 9913 (Only hard copies will be accepted)
<i>Enquiries</i>	Me. N Mbangula 083 3454256
Date of Publication	06 July 2026
Closing Date	20 July 2026 before end of business 16:00

Approved by:



Me. LY Moletsane
 Municipal Manager
 Xhariep District Municipality