INGQUZA HILL LOCAL MUNICIPALITY

130 Main Street
PO Box 14
Flagstaff
4810
Eastern Cape

Tel: (039) 252 0131/61
Fax: (039) 252 0699

INGQUZA HILL
LOCAL MUNICIPALITY

66 Main Street
PO Box 7
Lusikisiki
4820
Eastern Cape

Tel: (039) 253 1568/1096
Fax: (039) 253 1234

INGQUZA HILL LOCAL MUNICIPALITY (EASTERN CAPE)

NOTICE NO: HR 05/02/2026

EXTERNAL ADVERTISEMENT OF POSITIONS

Ingquza Hill Local Municipality is a Grade 2 municipality comprising of Flagstaff and Lusikisiki Towns, Ingquza Hill Local Municipality is an equal opportunity employer and subscribes to the principles of employment equity.

Applications are invited from suitably qualified candidates for the filling of the following position.

1. **DEPARTMENT: BUDGET AND TREASURY**

1.1 Manager Asset and Fleet Management

Salary Scale: Task Grade 16 (R659 944 PER ANNUM excluding benefits)

Essential Requirements

- Matric
- B. Comm. Degree with Accounting as a Major or equivalent qualification in accounting
- Code B/EB Driver's License
- 5 years relevant experience in a supervisory level Local Government financial Management
- CPMDM as an added advantage
- Completed Articles from recognised accounting firm will be an added advantage
- Experience in preparation of fixed Asset Register and compilation of annual Financial Statements as a consultant will be serve as an added advantage.

Key Responsibilities

- Safeguarding and Maintenance: Ensure the municipality's assets are properly maintained and safeguarded
- Asset Register: Maintaining an accurate and up-to date asset register, compliant with GRAP(Generally Recognized Accounting Practice)
- Financial Reporting: Preparing and submitting accurate financial reports on the municipality's assets to the CFO
- Compliance: Ensuring compliance with relevant policies, procedures, and guidelines to asset management.

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- Asset Utilization: Ensuring assets are used appropriately and efficiently and achieves the municipality's strategic objectives
- Asset acquisition, Utilization, Management and Disposal: Controlling the entire lifecycle of assets, from acquisition to disposal, to optimize their use and achieve strategic objectives
- Responsible for the entire lifecycle of the Municipality fleet, from acquisition to disposal, ensuring efficient operations, compliance, and cost-effectiveness, including vehicle maintenance, driver management, and adherence to regulations full control of municipal Fleet.

An application must be in a prescribed municipal application form with a comprehensive CV, and certified copies of qualifications and Identity Documents, must be addressed to:

The Municipal Manager, Ingquza Hill Local Municipality, P.O. Box 14, Flagstaff, 4810. Hand delivered applications can be sent to no: 135 Main Street, Flagstaff or no 66 Main Street, Lusikisiki, clearly marked "Application for Employment".

Faxed, emailed or late applications will NOT be accepted and will not be responded to.
Closing date for all applications 03 March 2026, Tuesday 16:00
NB. Qualifications checks and vetting will be done for selected candidates
If you have not heard from us within 60 days after the closing date, you may regard your application as unsuccessful.

It is the intention of Ingquza Hill Local Municipality, as an **Affirmative Action Employer**, to promote the interests of previously **disadvantaged groups** when filling the above positions, in line with the municipality's Employment Equity Plan.

Ingquza Hill Local Municipality reserves the right not to fill the advertised post at the sole discretion of the Council.

For further enquiries contact Mrs. U Nopakela -Human Resources Administration Officer at 039 253 1568 / 1539/1096 or umbangatha@ihlm.gov.za

MUNICIPAL MANAGER
V.C. MAKEDAMA

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