

KEBU

Keetmanshoop Electricity Business Unit

Keetmanshoop Municipal Council was duly established in terms of Section 2 of the Local Authority Act 23 of 1992 as amended and Erongo Regional Electricity Company; a company with limited liability and incorporated in terms of the Company Law of Namibia has entered into an Electricity Management Contract with the Keetmanshoop Municipal Council. Therefore, Keetmanshoop has undertaken to establish the Keetmanshoop Electricity Business Unit (KEBU), which is a ring-fenced business unit operating under the electricity distribution and supply business license of the Council. Erongo RED will be managing KEBU on behalf of the Council and be responsible for all aspects of electricity distribution and supply in the license area of Keetmanshoop and undertakes to honour the stipulations of the distribution and supply license and regulated regulations.

VACANCY

Position:	Accountant: Keetmanshoop Electricity Business Unit (3 Year Fixed Term Contract)
Business Unit:	Keetmanshoop Electricity Business Unit
Paterson Grade:	C4
Duty Station:	Keetmanshoop
Reporting:	Area Manager

Purpose of the job:

- The role of the Accountant is to plan, organise and manage the business process, operations and activities of a centralised Creditors function and payroll of the Business Unit. Responsible to develop, promote and initiate the creditors system, and implement related creditors decisions and/or policies, thereby ensuring internal control/governance in completing accounts payable cycle. The incumbent will also be responsible to ensure accurate processing of all financial transaction events as it relates to cash and bank, debtors, creditors, cash flows, banking as well as effective control of the risks associated with these activities.

Minimum Requirements:

- Bachelors Degree in Accounting or Commerce

Key Performance Areas:

- Budget and Cost Control
- Stakeholder Engagement & Satisfaction (Internal & External)
- Supervise Accounts Payable process Experience
- Creditors Month-End Procedures and Internal Controls
- Creditor Policies and Procedures; Creditors payments and Integrity
- Debtors/Finance provider accounts
- Accounts reconciliation and integrity
- Taxation integrity
- Payroll Administration
- Operational Due Diligence, Administration and Reporting

Experience:

- Financial/Management Accounting at supervisory leadership level: 3-years

Driver's License Required:

- Code B Drivers License

Applicants who comply with the above-mentioned requirements may submit their CV's plus certified copies of educational qualifications and testimonials to **Mr Daniel Kuzatjike, Human Capital Division, P.O. Box 2925, Walvis Bay** or hand deliver at **Erongo RED, Yianni Savva Building, Erf 1034, Corner of Nangolo Mbumba and 11th Road, Walvis Bay**. Please note that no documents will be returned and no faxed or e-mailed applications will be accepted. Only shortlisted candidates will be contacted for interviews.

For more information on this vacancy, please visit our website at www.erongored.com

CLOSING DATE: MONDAY, 25 SEPTEMBER 2017

