



DEPARTMENT OF WATER AND SANITATION

- APPLICATIONS** : For **Centre: Port Elizabeth ,Breede , Gouritz, Bellville, Kei Xonxa,Uper Fish , Olifants River ,Berg River, Mtata, Worcester, Uitkeer** : Please forward your application quoting the reference number to: Department of Water and Sanitation, P.O. Box 5501, Walmer, Port Elizabeth, 6065 or Hand deliver at 50 Heugh Road, Lion Roars Office Park c/o 3rd Avenue and Heugh Road, Walmer. **For attention:** Mr. S Madyungu
- CLOSING DATE** : **12 AUGUST 2016.TIME:16H00**
- POST** : **DEPUTY DIRECTOR: FINANCIAL ACCOUNTING REF: 120816/05**
- National Water Resources Infrastructure Branch Directorate: Southern Operations
- SALARY** : R612 822 per annum (level 11)
- CENTRE** : Port Elizabeth
- REQUIREMENTS** : A three (3) year B-Degree, National Diploma or B Com in Financial Administration qualifications with minimum of three (3) to five (5) years experience in Public Financial Administration. Knowledge of accounting. Knowledge and understanding of all applicable legislation, policies, practices and procedures. Public Finance Management Act (PFMA). Treasury Regulations (TR). Public Service Anti-corruption and fraud prevention measures. Affirmative action guidelines and laws. Administrative and clerical procedures. Knowledge of Government financial systems. Principles and practice of financial accounting, SCOA and Computer literate. Ability to write reports and submissions and ability to compile presentations.
- DUTIES** : Collate, coordinate, consolidate and analyze financial management information. Analysis of Trial Balance information: Suspense accounts, Loans accounts, Asset accounts and Identify problematic accounts. Analyze pricing strategies. Analyze Annual Financial statements. Improve understanding and application of DWS's policy procedures and delegations. Scrutinize financial policies as per latest legislation (PFMA, TR). Draft implementation plan and policies. Monitor policy implementation. Update delegations, evaluate strategic plans and evaluate business plans. Provide professional expertise according to the financial requirements in Head Office and Regions. Provide professional expertise according to the financial requirements in Head Office and Regions. Assistance requested / queries received, costing inputs. Assist with preparation of annual and interim financial statements. Analyses of AFS and Analyses audit reports. Prompt mobilization of multi disciplined team to attend to the urgent and emergency issues at hand. Urgent management instructions and request: Audit queries, unpaid debtors accounts, unpaid /long outstanding loan accounts, long outstanding suspense accounts and verifying of contingent liabilities. Establish and maintain strong relationships with key stake holders: Internal trial balance meetings, Audit Steering Committee meetings, Finance Committee (Head office and regional finance staff) External National Treasury, Office of the Auditor – General, Identified suppliers and Water & irrigation Board. Identify weakness and establish effective and efficient processes and tariff structures to the strengthen financial services in the Department. Build financial capacity, transfer of knowledge / skills and empower financial staff. Conduct financial inspections.
- ENQUIRIES** : Mr. P Barry, Tel 083 627 5930