



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION

- APPLICATION** : **Centre : Western Cape Regional Office, Bellville:** Please forward your application quoting the reference number to: The Regional Head: Western Cape, Department of Water and Sanitation, Private Bag X16, SANLAMHOF, 7532 or hand deliver to Sigma Building, 3 Blanckenberg Road, Bellville **For attention:** Mr B Saki,
- CLOSING DATE** : **25 NOVEMBER 2016 TIME: 16H00**
- POST** : **ASSISTANT DIRECTOR: INTERNAL CONTROL REF: 181116/52**
- SALARY** : R 311 784 per annum (Level 9)
- CENTRE** : Bellville
- REQUIREMENTS** : National Diploma or degree in Financial Management or Auditing or relevant qualification. Three (3) to five (5) years' experience in financial administration/Supply Chain Management. Knowledge and understanding on Human Resource Management Legislation, policies, practices and procedures. Public Finance Management Act (PFMA), Treasury Regulations and guidelines. Public Service Anti-corruption Strategy and anti-corruption and fraud prevention measures. Knowledge of equal opportunities and Affirmative action guidelines and laws. Knowledge of administrative and clerical procedures and systems .Departmental policies and procedures. Governmental financial systems. Principles and practice of financial accounting.
- DUTIES** : Ensure that policies and procedures are adhered to. Evaluation of internal control systems and making recommendation on the best possible interventions. Compilation of compliance audit plans. Develop and implement Regional Compliance Audit plan. Ensure management of Irregular, Fruitless and Wasteful and Unauthorised Registers and business process. Assist with MPAT monthly/quarterly reporting. Identify and Manage Risk within Finance and Supply Chain Management Unit. Manage and co-ordinate Internal and External Audits. Ensure that audit queries are attended to and responded timeously. Management of fraud and loss cases- ensuring that recommendations are implemented
- ENQUIRIES** : G Leak, Tel (021) 941 6007