



# water & sanitation

Department:  
Water and Sanitation  
REPUBLIC OF SOUTH AFRICA

## DEPARTMENT OF WATER AND SANITATION

### APPLICATIONS

**For Centre: Pretoria:** please forward your applications quoting the relevant reference number to the Department of Water and Sanitation, Private Bag X 350 Pretoria 0001 or hand deliver at Continental Building, corner Cnr Visagie and Bosman, street, Pretoria. **For attention:** Ms Cindy Mazibuko

### CLOSING DATE:

**26 AUGUST 2016.TIME:16H00**

### POST:

**SENIOR STATE ACCOUNTANT: DEBT, FRAUD AND REVENUE  
MANAGEMENT CD: Financial Accounting Ref: 260816/23**

### SALARY

: **R262 272.00 per annum (Level 8)**

### CENTRE

: **Pretoria**

### REQUIREMENTS:

Degree or National Diploma in Financial Management. One (1) to two (2) years experience in financial matters. Exposure in the fields of debt and revenue management will be an advantage. Good financial management skills, Planning and organizing skills, Problem solving skills, Good communication (written and verbal) skills. MS officee(Excel, Word and PowerPoint) Candidate must have sound knowledge of the Basic Accounting System (BAS) and PERSAL. Skills in Public Service Finance, Numeracy, Computer literacy and accuracy. Good knowledge of Treasury Regulations and Public Finance Management Act. Innovative, ability to work independently without compromising team results.

### DUTIES

: Management of debtors by ensuring that there are a proper accounts and records of all debtors, including amounts received. Ensure that all irrecoverable and economical debtors files are send to State Attorney for recovery. Ensure that revenue collected is paid over to National Revenue Fund on a monthly basis Report all revenue collected to National Treasury on a monthly basis. Perform monthly reconciliation of all outstanding debt to determine the movement or status of the debt. Management of the petty cash office. Attend to internal and external audit queries. Assist with the compilation of inputs to the financial statements. Management and development of staff

### ENQUIRIES

: Mr H Qaqane tel, (012) 336 8951