



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION

- APPLICATIONS** : 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, (Cnr Visagie) and Bosman, street, Pretoria. For attention: Ms Cindy Mazibuko
- CLOSING DATE** : **25 AUGUST 2017 TIME: 16H00**
- POST** : SENIOR STATE ACCOUNTANT: RECONCILIATION (X 2 POSTS) REF NO: 250817/16
- SUB-DIRECTORATE** : RECONCILIATION (WTE)
- SALARY** : R281 418 per annum, (Level 08)
- CENTRE** : Head Office, Pretoria
- REQUIREMENTS** : Degree or National Diploma in Financial Management. Two (2) to three (3) years experience in financial matters. Knowledge and understanding of financial Legislation, policies, practices and procedures. Knowledge and understanding of financial prescripts such DORA and PFMA. Knowledge Treasury Regulations, PERSAL, Basic Accounting System (BAS) SAP system and Data Analysis. Knowledge of equal opportunities and Affirmative action guidelines and laws. Knowledge of administrative and clerical procedures and systems. Departmental policies and procedures. Knowledge in Governmental financial systems. Knowledge of learning and technical procedures and techniques. Computer literacy (Word, Excel, PowerPoint). Framework for managing performance information.
- DUTIES** : Manage creation of user profiles in line with SAP authorisation procedure. Ensure maintenance of existing user master records. Create roles on the system in line with SAP authorisations procedure. Resolve issues emanating from risk analysis. Handle authorisations related queries. Ensure timeous implementation of month end procedures.
- ENQUIRIES** : Ms. F. Moti, Tel 012 – 336 7948.