



DEPARTMENT OF WATER AND SANITATION

- APPLICATIONS** : Centre: Bloemfontein. Please forward your applications quoting the relevant reference number to The Provincial Head, Department of Water and Sanitation, Private Bag 528, Bloemfontein, 9300. For attention: Ms. L Wymers and Mr. J Mofokeng.
- CLOSING DATE** : **25 AUGUST 2017 TIME: 16H00**
- POST** : STATE ACCOUNTANT: MANAGEMENT ACCOUNTING (BUDGET) REF NO: 250817/18
- SUB-DIRECTORATE** : FINANCIAL ACCOUNTING (Main Account)
- SALARY** : R226 611.00 per annum (Level 07)
- CENTRE** : Free State Regional Office (Bloemfontein)
- REQUIREMENTS** : National Diploma or Degree in Financial Management. Zero (0) to one (1) year experience in the financial environment. Knowledge and understanding of financial legislation, policies, practices and procedures. Knowledge and understanding of financial prescripts such DORA and PFMA. Knowledge of SAP and BAS systems. Knowledge of equal opportunities and Affirmative action guidelines and laws. Knowledge of administration and clerical procedures and systems. Departmental policies and procedures. Governmental financial systems Knowledge of learning and teaching procedures and techniques. Framework for managing performance information. Knowledge of implementing policies of PMDS. Ability to follow a proactive and creative problem solving approach. People and diversity management. Good client orientation and customer focus. Excellent communication skills. Accountability and ethical conduct. Ability to work under pressure and meet deadlines. Good planning and reporting skills.
- DUTIES** : Render a budget support service. Verify information collected from budget holders. Compare and verify the comparison of expenditure against budget. Identify variances and verify the identification of variances. Verify the capturing, allocations virements on budgets. Compiling of In Year Monitoring (IYM) report. Supervise the distribution of documents with regard to the budget. Supervise the filing of all documents. Supervise human resources/staff. Allocate and ensure quality of work. Ensure personnel development. Assess staff performance. Apply discipline.
- ENQUIRIES** : Mr. P. Matsau, Tel 051 - 405 9283.