



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION

- APPLICATIONS** : Free State (Bloemfontein): Please forward your application quoting the reference number to the Provincial Head: Free State, Department of Water and Sanitation, Private Bag 528, Bloemfontein, 9300 or hand delivered to Corner of East Burger and Charlotte Maxeke, 2nd Floor Bloem Plaza, Bloemfontein, 9300.
- FOR ATTENTION** : Mrs L Wymers
- CLOSING DATE** : 14 December 2018 TIME: 16h00
- POST** : ASSISTANT DIRECTOR: FINANCIAL ACCOUNTING REF NO: 141218/13
- BRANCH** : Chief Operations Office
Div: Financial Accounting (Main Account)
- SALARY** : R356 289 per annum (Level 09)
- CENTRE** : Bloemfontein
- REQUIREMENTS** : A relevant tertiary qualification in Financial Management at NQF level 7. Three (3) years relevant supervisory experience. Knowledge of Treasury and Financial Regulations, the Public Finance Management Act. Practical knowledge of government financial systems (BAS, Persal, Logis). Good written and verbal communication. Computer literacy. A valid driver's license (Certified copy must be attached).
- DUTIES** : Management of the Payroll, Accounts Payable, cash and debt functions. Conduct creditor's reconciliations and ensure correct and timeous payment of suppliers. Manage sundry and order payments. Management of reporting including accruals and commitments, 30 days reports etc. Render professional advice and guidance to regional line functionaries on the interpretation and implementation of financial procedures and policies. Perform internal financial inspections and prepare for audits. Address audit queries and implement corrective measures. Prepare monthly and quarterly reports. Supervision of employees.
- ENQUIRIES** : Ms B Keele Tel No: 051 405 9000