



DEPARTMENT OF WATER AND SANITATION

- APPLICATIONS** : NWRI: Central Operations (Pretoria) Please forward your applications quoting the relevant reference number to the Department of Water and Sanitation, NWRI Central Operations, Private Bag X273, Pretoria, 0001, or hand deliver to 1st Floor, Praetor Forum Building, 267 Lillian Ngoyi Street, Pretoria.
- FOR ATTENTION** : Mr KL Manganyi
- CLOSING DATE** : 14 December 2018 TIME: 16h00
- POST** : SENIOR STATE ACCOUNTANT: REVENUE MANAGEMENT REF NO: 141218/19
- BRANCH** : NWRI Central Operations
SD: Financial Accounting
- SALARY** : R299 709 per annum (Level 08)
- CENTRE** : Central Operations
- REQUIREMENTS** : A National Diploma / Degree in Financial Management. Two (2) to three (3) years relevant experience in Revenue Management. Knowledge and understanding of financial legislation, policies, practices and procedures. Knowledge and understanding of financial prescripts such as the PFMA, Treasury Regulations and the Division of Revenue Act (DORA). Practical experience of the SAP system. Knowledge of equal opportunities and affirmative action guidelines and laws. Knowledge of administrative and clerical procedures and systems. Knowledge of revenue management policies and procedures. Framework for managing performance information. Problem solving and Analysis. People and Diversity Management. Client Orientation and Customer Focus. Good communication skills both verbal and written. Accountability and Ethical Conduct. A valid Driver's Licence (A certified copy must be attached). Willingness to travel extensively.
- DUTIES** : Provide financial administration on SAP. Manage the collection of revenue in the Cluster. Handle payments in suspense account and do follow up on bad debt. Manage billing and attend to all billing queries, particularly dealing with accounts of strategic customers and ensuring that these are billed timeously in line with contractual agreements. Attend monthly meetings with strategic customers as part of managing revenue management contracts. Assist with the tariff determination process in the Cluster. Supervise and evaluate personnel. Compile and submit reports. Manage minor revenue projects. Manage the customer relations office and ensure that all issues raised are resolved speedily. Be able to provide all Revenue Management reports that are required on ad hoc basis.
- ENQUIRIES** : Mr ME Lidzhade Tel No: 012 741 7327