



DEPARTMENT OF WATER AND SANITATION

NOTE: Applications must be submitted on a signed and dated Z83 form, obtainable from any Public Service Department, and should be accompanied by a comprehensive CV as well as certified copies of qualifications and Identity document. No late, faxed or e-mailed applications will be accepted. Correspondence will be limited to shortlisted candidates only. If you have not heard from us within two (2) months of the closing date, please accept that your application was unsuccessful. Preference will be given to previously disadvantaged groups. Successful applicants will be required to undergo standard Government security clearance procedures including verification of qualifications. Should you be in a possession of a foreign qualification(s), it must be accompanied by an evaluation from South African Qualification Authority (SAQA). "All SMS shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools" People with disabilities are encouraged to apply for the posts. People who are not employed by the Public Service Departments are welcomed to apply for posts. The department reserves the right not to make an appointment.

- APPLICATIONS** : Centre: Gauteng Please forward your application, quoting the post reference number, to The Provincial Head, Department of Water and Sanitation, Private Bag X995, Pretoria, 0001 or Hand delivered at 285 Francis Baard Street, Bothongo Plaza East Building, 15th Floor. **For attention:** Mr PS Nevhorwa
- ENQUIRIES** : Ms G Skosana, Tel No: 012 392 1324
- ERRATUM** : Kindly note that educational requirements have been amended for the advertisement below appearing on vacancy circular 11 with a closing date of 5 April 2019.
- CLOSING DATE** : 05 April 2019 TIME: 16h00
- POST** : ASSISTANT DIRECTOR: REVENUE MANAGEMENT REF NO: 050419/03
- BRANCH** : CHIEF OPERATIONS OFFICE: GAUTENG, DIV: REVENUE MANAGEMENT (WTE)
- SALARY** : R356 289 per annum (Level 09)
- CENTRE** : Pretoria Gauteng Office
- REQUIREMENTS** : A Degree (NQF level 7) in Financial Management with Accounting III as a major subject. Three (3) to five (5) years' experience in Financial Management of which three (3) years must be at supervision level in Revenue Management. Knowledge and understanding on Human Resource Management Legislation, policies, practices and procedures. Knowledge and application of International Financial Reporting Standards applicable to revenue, SA Generally Accepted Accounting Practice (GAAP), Treasury Regulations and guidelines and the Public Finance Management Act (PFMA). Knowledge of any ERP system with preference to SAP. Knowledge of administrative and clerical procedures and systems. Knowledge of Commercial Laws Departmental policies and Laws. Framework for managing performance information. Business strategy transaction and alignment Problem solving, analytical and report writing skills. Computer literacy in Microsoft Office. Good verbal and written communication skills. Client orientation and Customer focus. A valid Driver's license (certified coy must be attached) and incubator must be willing to travel.
- DUTIES** : Manage the co-ordination of debtor relationships. Manage the collection of debt and the reconciliation of customer accounts. Manage of strategic users in the Vaal River System (RVS) and ensure that users are billed accurately (in line with contractual agreements) and on time. Manage the recording of all receivables. Manage Billing, return to sender and unidentified revenue received within the region. Provide monthly age analysis reports on debtor's accounts. Attend to audit queries. Assist with the tariff determination process Manage and mentor revenue staff. Recommend action to be taken against defaulting debtors. Implement business policies and processes relating to debt management. Facilitate training and development of staff.

APPLICATIONS

: Please forward your applications quoting the relevant reference number to the Department of Water and Sanitation, Private Bag X350, Pretoria, 0001 or hand deliver at 285 Bothongo Plaza East, Francis Beard Street, 15th Floor ,Pretoria, 0001.For Attention: BS Mbongo