



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

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** : Kimberley: Please forward your application, quoting the post reference number to the Provincial Head, Department of Water and Sanitation, Private Bag X6101, Kimberley, 8801 or hand-deliver to 28 Central Road, Beaconsfield, Kimberley, 8301. For Attention: Ms C Du Plessis
- CLOSING DATE** : **27 September 2019 TIME: 16:00**
- POST** : SENIOR STATE ACCOUNTANT: REVENUE MANAGEMENT (WTE) REF NO: 270919/05
- BRANCH** : CHIEF OPERATIONS OFFICE NORTHERN CAPE DIV: MANAGEMENT ACCOUNTING
- SALARY** : R 316 791 per annum (Level 08)
- CENTRE** : Kimberley
- REQUIREMENTS** : A National Diploma or Degree in Financial Management. Two (2) to three (3) years relevant experience in financial matters. Practical experience of the SAP system. A valid Driver's Licence (A certified copy must be attached). 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). Knowledge of equal opportunities and affirmative action guidelines and laws. Knowledge of administrative, clerical procedures and systems. Knowledge and understanding of revenue management policies and procedures. Provide a framework for managing performance information. Problem solving and Analysis. People and diversity management skills. Client orientation and customer focus. Good communication skills both verbal and written. Accountability and ethical conduct. Willingness to travel extensively.
- DUTIES** : Verifying and approving of bank deposits. Check revenue submissions pertaining to customer accounts. Release adjustments. Verify water readings. Conduct enquiries on the SAP system. Verification of debt letters and recovery plans. Print age analysis. Attend meetings. Capturing of journals on the SAP system. Approval of subsistence and travel claims and other PERSAL related transactions. Payroll reporting and quality assurance on telephone statements. Sign-off documents registries on transactions filed. Supervision of staff.
- ENQUIRIES** : Ms C Du Preez TelNo: 053 8308800