



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** : Please forward you applications quoting reference number to: 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, (former Van der Walt street) Pretoria. For attention: KL Manganyi.
- ENQUIRIES** : Mr M Lidzhade, Tel: 012 741 7327.
- CLOSING DATE** : 29 April 2019 TIME: 16h00
- POST** : ASSISTANT DIRECTOR: FINANCIAL ACCOUNTING (MANAGEMENT)
REF NO. 290419/08
- BRANCH** : IBOM
- SALARY** : R376 595 per annum (Level 09)
- CENTRE** : Central Operations, (Pretoria)
- REQUIREMENTS** : A relevant tertiary qualification in Financial Management at NQF level 7. Three (3) years relevant supervisory experience in financial management. A valid driver's license. (Attach certified copy). Knowledge of the Public Finance Management Act (PFMA), Treasury Regulations and other financial guidelines and procedures (GRAP etc.). Practical knowledge of government financial systems (SAP, Persal, Logis). Good written and verbal communication skills. Computer literacy skills. The incumbent must be willing to travel extensively.
- DUTIES** : Management of the Payroll, Accounts Payables, Petty Cash and cash management. Conduct creditor's reconciliations and ensure correct and timeous payment of suppliers. Manage sundry payments. Manage the processing of staff related payments e.g. Subsistence and Travel claims, overtime, standby and shift allowances. Management of reporting including accruals and commitments, 30 days creditors' reports etc. Render professional advice and guidance to Cluster 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 and training of subordinates.

