



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION CLOSING DATE: 02 OCTOBER 2020

Note: Interested applicants must submit their applications for employment to the e-mail address specified to each post. 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 copies of qualifications and Identity document. No late, applications will be accepted. Original/certified copies must be produced by only shortlisted candidates during the interview date. A SAQA evaluation report must accompany foreign qualifications. Applications that do not comply with the above mentioned requirements will not be considered. All shortlisted candidates for SMS posts will be subjected to a technical and competency assessment. **A pre-entry certificate obtained from the National School of Government (NSG) is required for all SMS applicants.** Candidates will complete a financial disclosure form and also be required to undergo a security clearance. Foreigners or dual citizenship holders must provide the Police Clearance certificate from country of origin. The Department of Water Sanitation is an equal opportunity employer. In the filling of vacant posts the objectives of section 195 (1) (i) of the Constitution of South Africa, 1996 (Act No: 108 of 1996), the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act No: 55 of 1998) and relevant Human Resources policies of the Department will be taken into consideration. Correspondence will be limited to short-listed candidates only. If you do not hear from us within two (2) months of this advertisement, please accept that your application has been unsuccessful. The department reserves the right not to fill these positions. **Women and persons with disabilities are encouraged to apply and preference will be given to the EE Targets.**

ASSISTANT DIRECTOR: MANAGEMENT ACCOUNTING REF NO: 021020/06

Branch: NWR1: Central Operations

SALARY: R 376 596 per annum (Level 09)

CENTRE: Pretoria

REQUIREMENTS: A relevant Bachelor's Degree in Financial Management (NQF level 7). Three (3) to five (5) years supervisory experience in compilation of budgets and budget control on salary level 8. Practical experience in Governmental financial systems (SAP will be an added advantage). A valid Driver's license (Attach copy). Practical knowledge of Financial Reporting Standards. Knowledge and understanding of Public Finance Management Act (PFMA), Treasury Regulations, Guidelines and Division of Revenue Act. Knowledge and understanding on Human Resource Management Legislation, policies practices and procedures. Knowledge and experience of Governmental Financial Systems [GFS], the economic reporting format (ERF) and the standard chart of accounts (SCOA). Framework for managing performance information. Business strategy transaction and alignment. Problem solving, analysis, people, diversity management, client orientation and customer focus. Good communication skills. Accountability and ethical conduct skills. Flexibility to travel.

DUTIES: Management of the Budget Compilation Process for the Central Operation Cluster together with its area offices. Ensure that the Operations budget is correctly allocated on the financial system, which include adjustment budgets. Prepare rollover requests. Prepare virement submission. Reallocate expenditure to the correct expenditure codes. Identify over and under expenditure on programmes and advise managers accordingly. Manage the tariff determination process within the Cluster. Attend meetings with stakeholders or line function as part of managing the budget process. Compile and submit monthly expenditure reports. Compliance and reporting on financial indicators. Participate in the budget management and reporting, MTEF and ENE for the Cluster. Providing Financial Guidance In Terms Of Budgetary Matters Compile and capture the Cluster's budget. Assist area offices with Capex budgets and reports. Compile, review, and upload tariffs. Prepare presentations for reporting purposes on an ad hoc basis. Handle all audit and budget related queries. Implement and apply the Performance Management System, in order to monitor the performance and promote the development of subordinates.

ENQUIRIES: Mr. M E Lidzhade Tel No: (012) 741 7327

NB: Preference will be given to African, Indian, Coloureds, White females and persons with disabilities.

APPLICATIONS: Pretoria Please **email** your applications quoting the relevant reference number to CORcruitment@dws.gov.za. **For attention:** Mr. KL Manganyi