



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION CLOSING DATE: 04 September 2020

Note: Interested applicants must submit their applications for employment to the **postal address specified** to each post or e-mail at recruitment@dws.gov.za. 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 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.**

POST: ASSISTANT DIRECTOR: MANAGEMENT ACCOUNTING REF NO: 040920/10 BRANCH: CHIEF OPERATIONS OFFICE, NORTHERN CAPE

Div.: Management Accounting

SALARY: R376 596 per annum (Level 09)

CENTRE: Kimberley

REQUIREMENTS: A degree in Financial Management or relevant qualification at NQF level 7. Three (3) years post qualifications Supervisory Financial Management experience. Practical experience in Governmental financial systems (BAS, SAP and PERSAL). A valid Driver's license (certified copies must be attached). Knowledge of LOGIS System will be an added advantage, Knowledge and understanding of the Public Finance Management Act (PFMA), Treasury Regulations, guidelines, the Public Service Anti-Corruption Strategy, anti-corruption and fraud prevention measures. Knowledge of equal opportunities and Affirmative Action guidelines and laws. Knowledge and experience in clerical procedures and systems. Principles and practice of financial accounting, Human Resource Management Legislation, policies. Provide a framework for managing performance information. Behavioural Competencies may include people and diversity management, client orientation and customer focus. Good verbal and written communication skills. Accountability and ethical conduct.

DUTIES: Management of revenue, inclusive of billing, customer relationship management and outstanding debt. Manage the tariff determination process within the Region. Attend meetings with strategic customers as part of managing revenue. Compile and submit monthly revenue reports. Handle payments in suspense account and do follow-ups on outstanding debt. Compliance and reporting on financial indicators. Budget management and reporting, MTEF and ENE. Compile and capture the trading account budget. Ensure fund shifting of budget allocations. Certification of payrolls. Approval of WTE sundry payments and Supply Chain payments on LOGIS. Financial accounting reporting on payments. Approval of journals. Supervise and evaluate personnel.

ENQUIRIES: Ms N P Magawu Tel No: (053) 830 8800

APPLICATIONS: Kimberley: Please **post** your applications or e-mail quoting the post relevant reference number to the Provincial Head, Department of Water and Sanitation, Private Bag X6101, Kimberley, 8801 or e-mail at recruitment@dws.gov.za. For attention: Ms C Du Plessis