



## 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 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). 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** : **07 February 2020, TIME: 16:00**
- POST** : ASSISTANT DIRECTOR: MANAGEMENT ACCOUNTING (WTE) REF NO: 070220/07 – This is a re-advertisement, applicants who have previously applied are encouraged to re-apply
- BRANCH** : CHIEF OPERATIONS OFFICE NORTHERN CAPE DIV: MANAGEMENT ACCOUNTING (WTE)
- SALARY** : R 376 596 per annum (Level 09)
- CENTRE** : Kimberley
- REQUIREMENTS** : A relevant tertiary qualification in Financial Management at NQF level 7. Three (3) years relevant supervisory experience. Practical experience in Governmental financial systems (SAP and PERSAL). A valid driver's license (certified copy must be attached). Knowledge and understanding of Human Resource Management Legislation, policies, practices and procedures. Public Finance Management Act (PFMA), Treasury Regulations and guidelines. Public Service Anti-Corruption Strategy and anti-corruption and fraud prevention measures. Knowledge of equal opportunities and Affirmative Action guidelines and laws. Knowledge of administrative and clerical procedures and systems. Departmental policies and procedures. Principles and practice of financial accounting. Framework for managing performance information. Behavioural Competencies: 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, CRM and outstanding debt. Manage 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 up on outstanding debt. Compliance and reporting on financial indicators. Compiling, capturing of trading account budget. Fund shifting of budget allocations. Certification of payrolls. Approval of WTE sundry payments and Supply Chain payments on LOGIS. Monthly Financial Accounting Reporting on payments, Approval of journals. Supervise and evaluate personnel.
- ENQUIRIES** : Mr SJ Malan, Tel: 053 830 8800