

DEPARTMENT OF WATER AND SANITATION
CLOSING DATE: 21 June 2021

Note: Interested applicants must submit their applications for employment to the e-mail address specified on each post. Applications must be submitted using the newly implemented Z83 form obtainable on the Department of Water and Sanitation's website, under career opportunities or the DPSA website, under vacancies in the Public Service (point 4) and should be accompanied by a comprehensive CV as well as copies of qualifications and Identity document (all documents must be submitted in one email in a PDF format. The attachment/s, may not exceed 5mb) Subject title on the email must clearly display the reference number of the post applied for. Applicants should forward applications to the correct email address of the post as wrong emailed applications will not be considered. 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 pertaining to Senior Management Services (SMS) posts will be subjected to a technical and competency assessment and a pre-entry certificate obtained from the National School of Government is required prior to the appointment. (Individuals who have completed the course already, and who are therefore in possession of a certificate are welcome to submit such, however it is not required that an applicant submit such when applying for the post prior to the closing date. The link for the completion of the course for the certificate for the pre-entry into SMS can be found on <http://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Candidates will be required to complete a financial disclosure form and undergo a security clearance. Foreigners or dual citizenship holders must provide a 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.

POST: DEPUTY DIRECTOR: FINANCIAL ACCOUNTING REF NO: 210621/01
BRANCH: CHIEF OPERATION OFFICE: EASTERN CAPE FINANCE (WTE)
SALARY: R 733 257 PER ANNUM (LEVEL 11)
CENTRE: EAST LONDON

REQUIREMENTS: A relevant tertiary qualification in Commerce / Finance / Accounting at NQF 7. Three (3) years relevant experience in management accounting at supervisory management level (ASD). Experience of principles and practice of financial accounting. A Valid drivers license (Attach a copy). Knowledge and understanding on 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 opportunism, affirmative action guidelines and laws. Knowledge of administrative, clerical procedures and systems. Understanding of departmental policies and procedures and government financial systems.

DUTIES: Setting out Raw Water Tariffs calculations, budget determination and consultation processes for the approval of raw water tariffs. Manage the financial revenue, expenditure management and accounting sub- directorate. Monitor the policy and legislative framework to ensure that cognizance is taken of new developments. Develop and maintain policies and processes. Monitor revenue collected, expenditure incurred, submits reports and plans as required. Monitor compliance with financial prescripts. Provide advice and guidance to role players on revenue and expenditure procedure. Undertake revenue, expenditure management and accounting work as required. Revenue management will include cashier, banking, and debt management; monitoring and reporting services are rendered. Expenditure management will include payments for compensation of employees, goods and services, transfers if necessary, subsidies and reporting are efficiently and effectively performed. Provide financial administration and accounting services (legal/journals, accounting and reporting, interim and annual financial statements). Management of performance and development. Undertake Human Resource and other related administrative functions. Develop and manage the operational plan of the sub-directorate and report on progress as required. Compile and submit all required administrative reports, Serve on transverse task teams as required. Preparation of WTE for internal and external auditing process.. Effective management of regional budget processes and MPAT reporting. Managing Regional asset register and safeguarding departmental assets. Managing Supply Chain Functions in line with Regional compliance on all Financial Transactions as per PFMA, Treasury Regulations, DORA, Public Service Regulations, PPPFA, BBBEE, Departmental policies, procedures and circulars. Manage Internal Control Unit functionalities. Proper recording of all Accounting transactions on the financial systems. Monitor compliance with financial prescripts. Provide advice and guidance to role players on revenue and expenditure procedure. Undertake revenue, expenditure management and accounting work as required. Revenue management will include cashier, banking and debt management, monitoring and reporting services are rendered. Expenditure management will include payments for compensation of employees, goods and services, transfers, subsidies and reporting are efficiently and effectively performed. Provide financial administration and accounting services (legal/ journals, accounting and reporting, interim and annual of statements). Manage the sub-directorates revenue, expenditure management and accounting. Management of performance and development. Undertake Human Resource and other related administrative functions. Develop and manage the operational plan of the sub-directorate and report on progress as required. Compile and submit all requires administrative reports, serve on transverse task team as required.

ENQUIRIES: Ms T Fiko, Tel: 043 701 0341

APPLICATIONS: Eastern Cape: (East London) Please email your application quoting the relevant reference number to the subject line ECRecruitment@dws.gov.za For Attention: Ms LT Malangabi