



# water & sanitation

Department:  
Water and Sanitation  
REPUBLIC OF SOUTH AFRICA

## DEPARTMENT OF WATER AND SANITATION

- APPLICATIONS** : **For Centre: Durban, KZN:** Please forward your applications quoting the reference number to the: Provincial Head: KwaZulu-Natal, Department of Water and Sanitation, P O Box 1018, Durban, 4000 or hand deliver to 88 Joe Slovo Street, Southern Life Building, 9th Floor, Durban. **For attention:** Ms S Mbongwa
- CLOSING DATE** : **21 October 2016 TIME: 16H00**
- POST** : **STATE ACCOUNTANT REF: 211016/15**
- SALARY** : R211 194 per annum (Salary Level 7)
- CENTRE** : **Durban**
- REQUIREMENTS** : Degree/ National Diploma qualification in Financial Management. Zero (0) to (1) to one year experience in the financial environment. Good knowledge of the PFMA, Treasury Regulations and other relevant legislation. Good knowledge and experience of BAS and Persal systems. High level of computer literacy. Good interpersonal and problem solving skills. Knowledge of accounting principles. Ability to work under pressure.
- DUTIES** : Responsible for the administration of the financial operations of the department in relation to the budgeting. Capture and monitor correct budget allocation on BAS. Check and Capture transactions on PERSAL. Reconciliation of budget allocations on BAS per budget process allocation of the financial year. Assist with the administration of entity maintenance on BAS. Assist with the control over the administration of accounts. Assist with the compilation of Estimates of Revenue and Expenditure documents and chapters. Monitor alignment of the budget with demand plans as well as monthly projections. Monitor compliance by institutions with PFMA and 65 DORA regarding budgetary issues. Assist with the submissions to National Treasury and senior management regarding MTEF, Virements, Roll-overs, Adjustments, Shifting and Reprioritization of funds. Assist with the development and workshop annual budget submission templates for the Department. Monitor expenditure and analyze expenditure trends. Supervise Accounting Clerks by inter alia. Allocating work, ensuring orderliness in work performance, quality and turnover, ensuring office discipline and providing on the job training to subordinates.
- ENQUIRIES** : Ms PV Mkhize, Tel (031) 336 2700