



Deputy Director: Financial Control and Accounting (CFO18/2022)

Salary: R744 255 per annum (all-inclusive remuneration package)

Centre(s): Pretoria

Requirements:

- A Bachelor's Degree/National Diploma (NQF6) in Accounting/ Financial Management or equivalent qualification within the related field coupled with three to five (3-5) years' experience in financial management of which three (3) of them should be at entry/junior managerial level (Assistant Director level or equivalent).
- Knowledge of financial management, accounting and business practices.
- Knowledge of strategic planning and budgeting, project Management.
- Sufficient knowledge of specific computer software packages and efficient use of associated hardware, financial management, accounting, BAS and LOGIS, public service financial legislative frameworks.
- Skills and competencies: adequate skills in computer use; advanced skills in financial; good interpersonal relations; relationship management; financial management; problem solving and analysis; people management and empowerment; client orientation and customer focus.

Duties:

- Ensure effective financial management, develop project plans for monthly, quarterly and annual financial statements, compile financial statements and interim financial statements in line with the preparation guide as issued by the Office of the Accountant General.
- Attend to all audit queries in respect of the financial statements. Follow-up on audit implementation plans, review inputs for preparation of financial statement and ensure proper audit trail and working papers.
- Compile inputs and proof reading annual reports, ensure compliance to the financial management performance indicators in accordance with the PFMA, maintain ledger account for the vote of the department.
- Manage the reconciliation of bank (PMG) accounting; manage cash flow fund requisition via safety net, request bank statements on safety net.
- Manage and authorise credit transfer payment, manage the maintenance of financial batches, manage the safekeeping of reserved stock of face value forms.
- Supervise and authorise work that has been done in the section.

- Manage entity control; ensure the effective public entities oversight.

Enquiries: Mr N Leshabane
Tel: 012 399 9115

For attention: Human Resource Management

Closing date: 10 October 2022

- All applications must be submitted on a signed **new Z83 application form** (*click bold underlined text to download PDF form*) accompanied by a recent detailed curriculum vitae to be considered.
- Please note that ***should you not use the newly amended Z83 and completed, initialed and signed in full, the department reserves the rights to disqualify your application.***
- **Applications may be forwarded to:** The Director-General, Department of Forestry, Fisheries and the Environment, Private Bag X447, Pretoria, 0001 **or** hand-delivered to: Environment House, Erf 1563 Arcadia Extension 6, Cnr Soutpansberg and Steve Biko Road, Arcadia, Pretoria **marked for the attention:** Human Resources Management.
- It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Correspondence will be limited to successful candidates only.
- The National Department Forestry, Fisheries and the Environment, is an equal opportunity, affirmative action employer. Preference may be given to appointable applicants from the underrepresented designated groups in terms of the department's equity plan. Persons with disabilities are encouraged to apply.
- Correspondence will be limited to successful candidates only.
- Short-listed candidates will be subjected to screening and security vetting to determine their suitability for employment, including but not limited to: criminal records; citizenship status; credit worthiness; previous employment (reference checks); social media checks, and qualification verification.
- Short-listed candidates will be expected to avail themselves at the department's convenience.
- **Entry level requirements for senior management service (SMS) posts:**
 - In terms of the Directive on Compulsory Capacity Development, Mandatory Training Days and Minimum Entry Requirements for SMS that was introduced on 1 April 2015, a pre-entry certificate obtained from National School of Government (NSG) is required for all SMS applicants.
 - The course is available at the NSG under the name "certificate for entry into SMS" and the full details can be obtained by following the below link: <https://www.thensg.gov.za/training-course/sms-pre-entryprogramme/>
 - Shortlisted candidates must provide proof of successful completion of the course.
 - Furthermore, candidates shortlisted for the SMS post will be subjected to a technical exercise that intends to test relevant technical elements of the job.
 - Following the interview and the technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment in compliance with the DPSA directive on the implementation of competency-based assessments.
- The person appointed to this position will be subjected to a security clearance, the signing of a performance agreement and an employment contract.
- The department reserves the right not to make an appointment.
- If you have not been contacted within three (03) months after the closing date of the advertisement, please accept that your application was unsuccessful.