

CHIEF DIRECTOR: PROVINCIAL FINANCES

Salary: R934, 866 all-inclusive salary package per annum (including basic salary-70% of package), the state's contribution to the government employee pension fund (13% of basic salary) and a flexible portion. The flexible portion can be structured according to the individual's needs. •Bhisho

REF: PPT 14/ 01

REQUIREMENTS: A Bachelor's Degree with extensive experience in a Financial management environment of which three years of practical experience should have been at Senior Management level. Major in Financial Management / Public Finance/ Public Management or Economics and extensive experience in the public sector will be an added advantage. A postgraduate Degree in Financial Management / Public Finance/ Public Management or Economics and extensive experience in the public sector will be an added advantage. At most, 5 years experience in policy and budget analysis. A strong managerial background in the field of general management and administration as well as strong communication skills. Proven analytical capacity and a clear understanding of the PFMA, Treasury Regulations, MFMA, etc. Well conversant in the use of spreadsheets and word processing packages (advanced computer literacy). Knowledge of strategy formulation. Adaptability, initiative and creative thinking. Excellent verbal and written communication and facilitation skills. The ability to lead people in strategic change, teamwork, co-operation and relationship management. Good presentation skills and ability to interact with the Executive Council, the Provincial Legislature, Provincial Departments and other Provincial Treasury stakeholders. The ability to work outside the normal working hours when required. The ability to work under pressure and to tight deadlines. A code B driver's licence.

KEY PERFORMANCE AREAS: Prepare the main and adjusted budgets for all provincial departments and public entities. Monitor the application of the provincial budget to meet the service delivery objectives. Lead the budget process and link up with all units within the programme to ensure integration of effort. Ensure provision of technical and budget system support to the budget process during the entire budget cycle. Report on the budget performance of departments in line with the identified government priorities.

Plan and table a credible budget that covers all activities of the Provincial Government for which the estimates are based on reasonable revenue projections and ensure that it complies with national prescripts, norms and standards. Manage

the development and implementation of an Expenditure Monitoring and Evaluation System. Provide advice to departments for the alignment of the budget with the Government's policy priorities and advice policymakers on the feasibility and desirability of budget proposals. Plan and implement an IYM system to ensure that departments remain within their budgets. Monitor expenditure to ensure that they comply with the organic budget laws, financial regulations and instructions, as well as the annual budget law. Build capacity in the provincial administration to enhance expenditure management. Monitor budget execution and implement measures to prevent under-spending on infrastructure and conditional grants. Ensure proper alignment of the strategic plans and the budgets of all Government departments. Provide accurate information on the state of the municipality's finances for effective decision-making. Implement the Performance Management and Development System in the in the Chief Directorate.

CALL FOR APPLICATIONS FOR FINANCIAL MANAGEMENT SPECIALISTS- (3 YEAR CONTRACT): 4 POSITIONS

REF: PPT 14/ 02

BHISHO

The salary scales applicable to this assignment are as follows (depending on expertise and experience in the field):

(SALARY: R771 306 – 934 866 PER ANNUM) DIRECTOR- CHIEF DIRECTOR LEVEL

The Provincial Treasury has developed Intervention Plans for Provincial Departments in need with the main objective (among others) being the restoration of trust in the financial management in the provide. It is against this background that the Department is in search of dynamic and results-oriented leaders to join its Provincial Planning and Treasury in assisting and supporting these departments to implement Financial Management and Accounting reforms, in order to improve audit outcomes.

The Department seeks experts and specialists at Director / Chief Director Level to assist the provincial administration in financial management field on a 3-year contract basis:

REQUIREMENTS: • A recognised postgraduate degree (preferably Master's, CA or equivalent), majoring in Accounting, Auditing, or equivalent qualification in Financial Management, plus extensive public sector experience, more specifically in the area of Financial Management/Financial Reporting • At least 4 years' managerial experience for a Director and 6 years' Senior Management experience for a Chief Director • Professional registration with SAICA will be an added advantage.

PLEASE NOTE THAT THE LEVEL OF APPOINTMENT WILL BE DETERMINED BY THE APPLICANTS' COMPETENCIES AND WILL BE BASED ON EXPERIENCE.

1X ASSISTANT DIRECTOR : LOGIS IMPLEMENTATION (THRE YEAR CONTRACT)

SALARY NOTCH : R 252,144 PER ANNUM

REF: PPT 14/03

BHISHO

Job purpose: Efficient and effective functional support of the LOGIS system in the Eastern Cape Provincial Government.

Requirements: A Degree/National Diploma in Financial Information Systems, Information Technology or Finance with at least 3 years' LOGIS experience. Alternatively, a Senior Certificate with minimum of 7 years' LOGIS experience complemented by LOGIS-certified training and/or approved education will also be considered. An in-depth knowledge of the LOGIS system and its capabilities. A clear understanding of the financial systems used in the public sector. An in-depth knowledge of regulations related to Supply Chain Management in Government. Knowledge of LOGIS, especially regarding its utilization. Knowledge of procurement procedures and asset management Proven analytical skills. Extensive report-writing skills. Excellent interpersonal and communication skills. The ability to communicate and/or interact with internal and external stakeholders at senior level. The ability to undertake research and produce best practice procedures and guidelines on the use of LOGIS.

Function/key responsibilities: Implement LOGIS in departments as prescribed by National Treasury standards and procedures. Project manage LOGIS implementation in the Province. Perform handholding on newly implemented sites, on-the-job orientation and training to users of the system. Co-ordinate the function of LOGIS system controllers. Establish a well-trained LOGIS user group in the Province. Compile and maintain provincial LOGIS manuals. Develop and implement appropriate LOGIS monitoring and oversight procedures.

APPLICATION INSTRUCTIONS

- Applications must be submitted on the Application for Employment Form (Z83) obtainable from any Public Service Department or go to www.gov.za and should be accompanied by a comprehensive CV, including at least two contactable referees, and certified copies of qualifications, drivers license (where applicable) and Identity Document(with an original certification stamp, Z83 form must be signed by an original signature)
- It is the responsibility of applicants in possession of foreign qualifications to submit evaluated results by the South African Qualification Authority (SAQA).
- The Department of Provincial Planning and Treasury welcomes people with disabilities.
- Females and people with disabilities are encouraged to apply.
- All short listed candidates will be required to undergo security clearance.
- All the appointments are subject to State Security Agency (SSA) security screening.

Applications can be forwarded through one of the following options:

- **Post:** The Director: Human Resources Services, Eastern Cape Provincial Planning and Treasury, Private Bag x0029 ,Bhisho,5605
- **Hand Delivery:** Human Resources Section, Provincial Planning and Treasury, Room No: 3052 3rd Floor: Tyamzashe Building, Bhisho

Failure to submit a comprehensive CV, qualifications and the signed Z83 form will result in the disqualification of the application from the process.

Enquiries can be directed to Ms N.E. Malova at 040-609 5801/ 4906

Closing Date: 7 FEBRUARY 2014