



treasury

Department:

Treasury

PROVINCE OF KWAZULU-NATAL

**DEPUTY DIRECTOR: GENERAL MUNICIPAL SUPPORT (2 posts)**

**Salary: R733 257 P.A (All Inclusive Package)**

**(Ref No KZNPT 21/24)**

**PURPOSE:** To coordinate the provisioning of technical support services to municipalities to ensure sound financial management and sustainability.

**REQUIREMENTS:** A 3 year NQF level 7 qualification in Accounting or Financial Management. A minimum of three (3) years junior management experience in public finance/treasury/external audit or related field. A valid driver's licence is necessary and applicants must be willing to travel and in the case of persons with disabilities who are unable to personally drive, proof of ability to meet work related travel commitments is required.

**KEY RESPONSIBILITIES:** Co-ordinate and/or implement financial improvement measures that would assist in resolving the financial management issues encountered by delegated municipalities. Co-ordinate the improvement of transparency, reduced risk and enhanced internal control. Co-ordinate the implementation of systems/processes to improve financial viability and sustainability. Comply with the implementation of policies. Management of resources of the Sub-directorate.

**COMPETENCIES, KNOWLEDGE & SKILLS:** Understanding of GRAP accounting standards used by local government; Extensive working knowledge of the public sector, particularly local government sphere; Detailed knowledge of public sector financial management systems and relevant legislation/statutes, including: Constitution of the Republic of South Africa (as amended); Public Finance Management Act and Treasury Regulations; Municipal Finance Management Act (MFMA), Municipal Systems Act (and amendments); Municipal Structures Act, Local Government Transition Act, PSRF (Public Service Regulatory Framework); PFMA Regulations in respect of Supply Chain Management; Provincial Procurement Act and Regulations; Provincial Internal Audit Act; PGDS (Provincial Growth and Development Strategy); National Treasury Guideline documents; Medium Term Strategic Framework (MTSF); Performance Measurement Systems – best practice and guidelines; Asset Management Principles and Public Finance Management Principles and Practice. Problem solving, analytical and numeracy; Verbal communication and presentation; Good interpersonal relations; Computer skills: Spreadsheets (MS Excel) and word processing (MS Word); Research and analysis; Report writing and general writing; Monitoring, follow-up and forecasting; Project Management; Budgeting; Change Management; Statistical and Quantitative Analysis; Financial Management; Budget Planning; People Management; Strategic Planning; Training and mentoring of staff as well as Co-ordinating activities of different service providers.

**Enquiries: Ms. S Balgobind (033) 897 4578**

**Closing date: 27 September 2021**

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**Targeted:** African Males and African Females and people with disabilities who meet the requirements.

***Successful candidates will be subjected to security screening prior to employment***

The department will conduct reference checks with the HR of current and/or previous employer(s) apart from the referees listed.

**Applicants with foreign qualifications must attach an evaluation certificate from the South African Qualification Authority (SAQA). Non-South African citizens who are permanent residency holders must submit a documentary proof.**

The KwaZulu-Natal Provincial Treasury is an equal opportunity, affirmative action employer. As such, it is our intention to promote and uphold representivity in the Department in terms of race, gender and disability.

**The new Z83 application form for applying for employment became effective from the 1st of January 2021 and can be downloaded at [www.dpsa.gov.za-vacancies](http://www.dpsa.gov.za-vacancies). The Z83 must be accompanied by certified copies of qualifications (including senior certificate) and comprehensive Curriculum Vitae.**

**Applicants are requested to provide Service records for all relevant experience, proof of management experience (where it is a requirement), job description for current position and certified copies of ID and driver's license, academic record for all qualifications and a letter from the respective Human Resources for occupying acting positions. This information is requested to support the applicant's CV and therefore failure to provide these may lead to an applicant being disqualified.**

**Where an applicant has lost a certificate, ID or driver's license proof of application for a replacement must be attached and an affidavit explaining the loss must be attached.**

The Department discourages applications that are registered and will not be held responsible for applications sent via registered mail which are not collected from the post office. It is the responsibility of the applicant to ensure that the application reaches the Department timeously. Should you not hear from the Department within 3 months of the closing date, please regard your application as unsuccessful.

It is regretted that due to the large volumes of applications received, it is not possible for the Department to acknowledge receipt of same and that only those applicants that participate in the final selection processes (interviews) are notified of the outcome. Applications that do not comply with all these instructions **will not be considered**.

**Applications, quoting the correct reference number must be forwarded to: The Head of Department, Provincial Treasury, and Directorate: Human Resources, P.O. Box 3613 PIETERMARITZBURG, 3201 or hand-delivered to 145 Chief Albert Luthuli, Pietermaritzburg, 3201 for the attention of Mrs. Z Ndlela.**