



treasury

Department:

Treasury

PROVINCE OF KWAZULU-NATAL

**DEPUTY DIRECTOR: MUNICIPAL ACCOUNTING & REPORTING (3 posts)**

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

**(Ref No KZNPT21/25)**

**PURPOSE:** To co-ordinate the provisioning of an effective and efficient financial accounting and reporting service for Municipalities in terms of legislative mandates.

**REQUIREMENTS:** A 3 year NQF level 7 qualification in Financial Accounting or Financial Management field. A minimum of three (3) years junior management experience in a financial reporting/accounting/management environment. 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 the provision of support to municipalities regarding the compilation of Annual Financial Statements (AFS) in compliance with Generally Recognised Accounting Practice (GRAP) Standards. Co-ordinate the provisioning of financial management support to municipalities. Co-ordinate audit readiness and review for municipalities. Co-ordinate consultative support and liaison services with Stakeholders: Comply with the implementation of policies. Management of resources of the sub-directorate.

**COMPETENCIES, KNOWLEDGE & SKILLS:** Extensive understanding and working knowledge of GRAP standards used by local government; Standards for the Professional Practices of Internal Auditing; General Accepted Accounting Principles; 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); PFMA 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, regulations and gazettes; Performance Measurement systems – best practice and guidelines; Asset Management principles and respective legislation; Public Finance Management Principles and Practice and National and Provincial Practices Notes. Innovative thinking; Analytical thinking; Decisiveness; Leadership; Inter-personal relations; Risk Management; Chairing of meetings; Conflict Management; Problem solving, analytical and numeracy; Advanced verbal communication and presentation; Good interpersonal relations; Computer skills: Spreadsheets (MS Excel), word processing (MS Word), PowerPoint Presentations and Internet; Research and analysis; Report writing and general writing; Monitoring, follow-up and forecasting; Project Management; Budgeting; Change Management; Analytical, Statistical and Quantitative Analysis; Financial Management; Planning; People Management; Strategic Planning and Management; Training and mentoring of staff; Co-ordinating activities of different service providers; Policy Analysis and Development; Negotiation skills and Stakeholder Relationship Management.

**Enquiries: Ms. K Pillay (033) 897 4530**

**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.