

DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE



CLOSING DATE: ..12 OCTOBER 2024. at 16H00

The Department of Public Works and Infrastructure is a merit based and equal opportunity employer. The intention is to embed excellence and diversity in the Public Service through the filling of these posts and with persons whose appointment will drive the vision of the department to turn South Africa into a construction site, and to use public assets for public good. Women and People with disabilities are encouraged to apply.

NOTE: Kindly take note that with effect from 01 January 2021, DPSA approved the new Z83 Application Form (obtainable from any Public Service Department); applicants are requested to use the new application form. The Z83 form must be fully completed signed and initialled when submitted as failure to do so may result in their application being disqualified. With regard to completion of new Z83 form, part A and B must be fully filled, Part C on method of correspondence and contact details must be fully filled, two questions relating to condition that prevent reappointment under part F must be fully answered. Page 1 must be initialled, and applicants will not be disqualified if they only sign page 2. Failure to comply with the above, applicants will be disqualified. To streamline the recruitment process to be more responsive to the public and curb the costs incurred by applicants the following measures regarding certification have been put in place: Please note that applicants are not required to submit certified copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. The communication from the HR unit of the department regarding requirements of certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The application for employment Form (Z83) provides under the sectional "additional information" that candidates who are selected for interviews will be requested to furnish additional certified information that may be requested to make final decision. It must be borne in mind that when a document is certified as a true copy of an original, the certifier only confirms it being a true copy of the original presented. Therefore, the certification process does not provide validation of the authenticity of the original document. The validation occurs when the documents is verified for authenticity. Regulation 67 (9) requires the executive authority to ensure that he or she is fully satisfied of the claims being made and these read with Regulations (57) (c) which requires the finalisation of Personnel Suitability Checks in order to verify claims and check the candidate for purpose of being fit and proper for employment. Note: It is the responsibility of all applicants to ensure that foreign and other qualifications are evaluated by SAQA. Recognition of prior learning will only be considered on submission of proof by candidates. Kindly note that appointment will be subject to verification of qualifications, any disciplinary proceeding and a security clearance. Posted, hand delivered or email applications will be accepted. Late applications will not be accepted. Shortlisted candidates must be willing to undergo

normal vetting and verification processes. Should you not have heard from us within the next three (3) months, please regard your application as unsuccessful.

Regarding emailed applications, applications must be submitted as a SINGLE document/ ONE ATTACHMENT to the email addresses specified for each position. (KINDLY NOTE THAT THE EMAILED APPLICATIONS AND ATTACHMENTS SHOULD NOT EXCEED 15MB). It remains the candidate's responsibility to ensure that their application is successfully submitted.

Entry level requirements for SMS posts: in terms of the Directive on Human Resource Management and Development on Public Service Professionalisation Volume 1 a requirement for appointment into SMS posts is the successful completion of the Senior Management Pre-Entry programme as endorsed by the National School of Governance (NSG). 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/>.

POST: CHIEF DIRECTOR: FINANCIAL ACCOUNTING AND REPORTING REF NO: 2024/94

SALARY: All-inclusive package of R 1 436 022.00 per annum, including basic salary (70% of the package), State's contribution to the Government Employees Pension Fund (15% of the package) and a flexible portion that may be structured in terms of applicable rules. The successful candidate will have to enter into an annual performance agreement and annually disclose his/her financial interests

CENTRE: Head Office

REQUIREMENTS: An undergraduate qualification (NQF Level 7) in Finance with extensive experience in financial accounting and/or financial reporting of which 5 years must have been at senior management level • Candidate must be competent in GRAP/IFRS/GAAP framework of accounting and reporting • Professional membership and registration with SAICA as a qualified Chartered Accountants (SA) will be an added advantage • A valid driver's licence and the willingness to travel.

KNOWLEDGE: Public Sector experience with applied knowledge of the PFMA, Treasury regulations and GRAP/IFRS. Knowledge or experience in the property management and construction asset industry will be an added advantage.

SKILLS: Strong analytical and communication skills (both written and verbal). Computer literate with advanced MS Excel. Presentation. Planning and organising. Problem solving. Ability to work under pressure and meet tight deadlines. Good interpersonal skills. Strong negotiation skills.

DUTIES: Lead the Chief Directorate: Financial Accounting and Reporting, under the guidance of the Chief Financial Officer. Design, implement and maintain the Chief Directorate's strategic and operational plans. Identify and manage risks. Ensure that

the business processes are aligned to strategic plans and that internal controls are adequately address risks. Compile and present reports on the functioning of the Chief Directorate and other Financial Reports required by EXCO and other Governance structures. Manage and coordinate the compilations of all financial reports, including the financial statements (interim and annual) in accordance to the Standards of GRAP, PFMA and other legislative requirements. Manage internal and external financial audits. Liase with National Treasury, Accounting Standard Board, Auditor-General (SA) and other internal and external Governance Structures. Manage the accounting functions, including payables, payroll and bank. Provide technical accounting support for accounting related queries from line functions. Provide inputs on behalf of the Department on ASB Exposure Drafts. Ensure effective corporate governance processes and sound resources management. Manage the budget and expenditures of the Chief Directorate. Ensure effective corporate governance processes and sound resource management.

ENQUIRES: Mr. M Sithole, Tel: 012 406 1698

HEAD OFFICE APPLICATIONS: The Director-General, Department of Public Works, Private Bag x65, Pretoria, 0001 or Hand deliver at 256 Madiba Street, CGO Building, Pretoria or email to: Recruitment24-16@dpw.gov.za
FOR ATTENTION: Ms NP Mudau