



FREE STATE PROVINCE

FREE STATE PROVINCIAL GOVERNMENT

Free State Provincial Government is an equal opportunity affirmative action employer. It is our intention to promote representativity (race, gender and disability) in the Province through the filling of these posts and candidates whose appointment/promotion/transfer will promote representativity will receive preference.

DEPARTMENT OF TREASURY

Directions to applicants Applications must be submitted on form Z.83, obtainable from any Public Service Department and must be accompanied by certified copies of qualifications (a transcript of results must be attached), driver's license, identity document and a C.V. Applicants are requested to complete the Z83 form properly and in full. The reference number of the advertised post should be stated on the Z.83. Candidates will also be subjected to a competency assessment as well as a practical test. Qualification certificates must not be copies of certified copies. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and must please attach proof of the level of their qualifications after evaluation on all applications. No e-mailed or faxed applications will be considered. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their application was unsuccessful.

POST: FINANCIAL INVESTMENT ADVISOR
REFERENCE NO: FSPT 012/12

SALARY: Salary level 9 – A basic salary of R 221 058 per annum.

CENTRE: BLOEMFONTEIN

REQUIREMENTS:

- An appropriate recognized qualification in Accounting, Economics, Public Finance or Public Administration or a Grade 12 Certificate with extensive experience in a cash management and banking environment.

RECOMMENDATION

- Extensive experience of financial reporting in the Public sector.
- Successful completion of BAS: Financial reporting course.
- Valid driver's license will be advantageous.

DUTIES:

- Manage the overall accounting operations of the Provincial Exchequer Account.
- Compile annual financial statements for the Provincial Revenue Fund.
- Manage the accounting unit within the cash management sub-directorate.
- Attend to audit queries.
- Verify and authorize accounting entries captured on BAS.
- Verify and authorize inter-departmental cash transfers and payments from the Provincial Exchequer Account.
- Keep updated with relevant sections of the Public Finance Management Act, Treasury Regulations, DoRA and other prescripts.
- Daily updating of the cash book for the Provincial Revenue Fund.

ENQUIRIES:

Ms. MM Moduka: (051) 403 3407

APPLICATIONS FOR THE DEPARTMENT OF FREE STATE PROVINCIAL TREASURY TO BE SUBMITTED TO:

The Free State Provincial Treasury, Private Bag X 20537, Bloemfontein, 9300. Attention: Ms. N Mchabasa, Provincial Government Building, Tel No: (051) 405 5050 or deliver by hand to Room 426(b), Provincial Government Building, Bloemfontein.

CLOSING DATE: 2 March 2012