



# FREE STATE PROVINCIAL GOVERNMENT

The 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 or subjects should be mentioned in CV**), driver's license if required, 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. 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 applications were unsuccessful. Suitable candidates will be subjected to personnel suitability checks (criminal record check, citizenship verification, financial/asset record checks, qualification/study verification and previous employment verification). The Department reserves the right not to make appointments for the advertised post.

### **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: Mr. IB Pheello, Fidel Castro Building, Tel No: (051) 405 5069 or deliver by hand to Ms. IB Pheello in Room 426(b), Fidel Castro Building, Bloemfontein.

**CLOSING DATE: 14 December 2018**

**ASSISTANT DIRECTOR: FINANCE AND BUDGET CONTROL**  
**REFERENCE NO; FSPT: 036/18**

**SALARY:** Salary Level 9. A basic salary of R 356 289.00 per annum.

**CENTRE: BLOEMFONTEIN**

### **REQUIREMENTS:**

A three year degree or equivalent qualification (NGF level 7) in Accounting/ Budgeting/Finance. Three years' experience in budget control and financial control in the Public Sector. Knowledge of the financial management environment, management of resources, BAS, Logis and Persal systems, batch control, budget formats and Microsoft Office. Good communication skills, numeracy and presentation skills. Computer literate.

### **DUTIES:**

Budget, review, analyse and quality assure the budget preparation process. Render a financial accounting service to the Department by preparing official documentation in line with prescribed templates, prescripts and guidelines. Create, review and quality assure the management accounting reporting processes. Manage the operational processes, resources and procedures associated with the management accounting functions. Supervise employees to ensure an effective finance and budget control service.

### **ENQUIRIES:**

Ms. FP Prinsloo: (051) 405 5462