



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 or subjects should be mentioned in CV**), 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.

### **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, Fidel Castro Building, Tel No: (051) 405 4274 or deliver by hand to Ms. Mchabasa in Room 426(b), Fidel Castro Building, Bloemfontein.

**CLOSING DATE:** 19 February 2016

**ASSISTANT MANAGER: MUNICIPAL BUDGETS, IN-YEAR MONITORING AND REVENUE (FEZILE DABI DISTRICT)**

**REFERENCE NO: FSPT 005/16**

**SALARY:** Salary level 9– A basic salary of R 289 761.00 per annum.

**CENTRE:** BLOEMFONTEIN

### **REQUIREMENTS:**

A Bachelor's degree or diploma in Accounting/ Public Finance/ Economics or equivalent qualification with a minimum of three years experience in a budgeting and/or financial management environment. Knowledge of the Municipal Finance Management Act, Municipal Budgets and Reporting Regulations, Treasury Regulations and Municipal Property Rates Act. A valid driver's license.

### **DUTIES:**

Analyze and assess budget proposals (draft budgets, final budgets and adjustment budgets) in line with relevant legislation and policies to ensure credible and funded municipal budgets. Monitor the municipal MTREF budget processes to ensure adherence to tabled budget timelines. Monitor and evaluate monthly outcomes of municipal budgets to enhance financial management. Verify municipal indigent registers to identify government employees included in the register. Arrange and/or conduct intergovernmental work sessions to resolve national and provincial debt owed to municipalities. Monitor and report on compliance of municipalities with legislation. Provide capacity building to municipal officials to enhance skills of municipal employees. Manage the assets in the Division.

### **ENQUIRIES:**

Mr. SD Mokhele: (051) 405 4785