



the premier

Department of
the Premier
FREE STATE PROVINCE

FREE STATE PROVINCIAL GOVERNMENT VACANCY CIRCULAR 75/2008

TO ALL HEADS OF PROVINCIAL DEPARTMENTS

ADVERTISEMENT OF POSTS: PROVINCIAL TREASURY

The above-mentioned circular is attached for your information. The content thereof should be brought to the attention of all staff.

Please take note that all enquiries with regard to the circular should be made to the official as indicated in the circular not to the Human Resource Advice, Co-ordination and Management Directorate: Department of the Premier.



DEPARTMENT OF THE PREMIER

DATE: 2008/10/30

Human Resource Advice, Co-ordination and Management Directorate

P.O. Box 517, Bloemfotein, 9301

Lebohang Building, Ground Floor, Cnr St Andrews and Markgraaf Streets, Bloemfotein

Tel: (051) 405 4370 Fax: (051) 405 4707

www.fs.gov.za



treasury

Department of
Treasury
FREE STATE PROVINCE

FREE STATE PROVINCIAL GOVERNMENT

PROVINCIAL TREASURY

RISK MANAGEMENT AND INTERNAL AUDIT DIRECTORATE

POST	: MANAGER: PROVINCIAL INTERNAL AUDIT (2 POSTS)
SALARY	: R407 745 – R472 758 (This all inclusive flexible remuneration package consists of a basic salary, the Government's contribution to the Government Employees Pension Fund and a flexible portion that may be structured according to specific rules)
NOTE	: Appointment is subject to vetting.
CENTRE	: BLOEMFONTEIN
REQUIREMENTS	: A tertiary qualification in Auditing.
RECOMMENDATIONS	: Three years experience at junior management level. Extensive knowledge of Internal Audit in the Public Sector. Knowledge and understanding of the International Standards for the Professional Practice of Internal Auditing. Understanding of implementation of norms and standards. Extensive knowledge of Internal Audit in the Public Sector. The ability to liaise at different levels of management. Advanced knowledge of computer literacy covering word processing and presentation programs. Membership with IIA will be an added advantage.

KEY RESPONSIBILITIES

: Management of Implementation of Internal Audit functions at Provincial Departments and Public Entities;

Monitor compliance with Institute of Internal Auditors standards, PFMA, Treasury Regulations, etc enabling the submission of annual report to PROPAC on the status of internal audit within government;

Conduct internal audit Reviews on Internal Audit units at Provincial Departments in preparation for Quality Assurance Reviews;

Make Internal Audit presentations to Heads of Internal Audit, Accounting Officer and Audit Committees;

Facilitate training of Internal Auditors at various levels i.e. Institute of Internal Auditors, Academic Institutions;

Provide support and monitoring role for queries by Provincial internal audit units.

ENQUIRIES

: Ms N.E. Molelle
TELEPHONE: (051) 405 5265

REFERENCE NUMBER

: FSPT 046/08

CLOSING DATE

: 14 November 2008

POST	: MANAGER: PROPAC AND FINANCIAL MANAGEMENT ARRANGEMENTS
SALARY	: R407 745 – R472 758 (This all inclusive flexible remuneration package consist of a basic salary, the Government's contribution to the Government Employees Pension Fund and a flexible portion that may be structured according to specific rules)
NOTE	: Appointment is subject to vetting.
CENTRE	: BLOEMFONTEIN
REQUIREMENTS	: An appropriate three year degree or diploma in Accounting/Economics/Public Management or equivalent qualification.
RECOMMENDATIONS	: Thorough knowledge of the Public Finance Management Act (PFMA) and the Treasury Regulations. Experience in a Treasury/Audit environment. Development of guidelines and standards. Liaise at different management levels. Advance computer literacy.
KEY RESPONSIBILITIES	<p>: Give guidance and advice to Provincial Departments and entities regarding the implementation of the Public Finance Management Act (PFMA);</p> <p>Monitor and evaluate the successful implementation of the PFMA by Provincial Departments and Public Entities;</p> <p>Exercise control over the implementation of the PFMA by Provincial Departments and Public Entities;</p> <p>Report quarterly to the MEC for Finance, Executive Council and National Treasury on the progress made regarding the implementation of the PFMA;</p> <p>Provide assistance to Provincial Accounts Committee and Auditor General;</p>

Monitor compliance and ensure implementation of PROPAC Resolution by Provincial Departments/Public Entities and report to PROPAC on the progress made;

Enforce compliance with the Treasury Regulations in respect of the procurement of Private Public Partnership;

Manage the Sub-directorate and its budget to ensure that the Unit adheres to its budgetary allocations.

ENQUIRIES

: Ms. NE Molelle
TELEPHONE: (051) 403 5265

REFERENCE NUMBER

: FSPT 047/08

CLOSING DATE

: 14 November 2008

SUPPLY CHAIN MANAGEMENT DIRECTORATE
--

POST

: **DEMAND AND RISK, PERFORMANCE SPECIALIST**

SALARY

: R 174 243 – R 202 287 (Appointment will be on the first notch)

NOTE

: Appointment is subject to vetting.

CENTRE

: BLOEMFONTEIN

REQUIREMENTS

: B. Com Degree, Public Management or equivalent qualification.

RECOMMENDATIONS

Knowledge of the Treasury Regulations, Public Finance Management Act, Supply Chain Framework and Financial Management.

KEY RESPONSIBILITIES

: Establish a strategy on how to approach suppliers to ensure an equitable distribution of business;

Conduct expenditure, commodity and industry analysis to determine expenditure trends, types of commodities and alternatives frequently required, as well as what the market offers;

Set up independent verification points within the supply chain management process to mitigate risks;

Assess the supply chain management process to ensure compliance to norms and standards;

Handle all complaints lodged by suppliers against the Departmental Supply Chain Management Directorate.

ENQUIRIES

: Mr. T. Mothibe
TELEPHONE: (051) 405 5460

REFERENCE NUMBER

: FSPT 048/08

CLOSING DATE

: 14 November 2008

APPLICATIONS

: Attention: Mrs. GMC Gildenhuys
Free State Provincial Treasury
Provincial Government Building
Room 431
Private Bag X 20537
Bloemfontein
9300
Tel No: 051-405 4274

Free State Provincial Treasury is an equal opportunity affirmative action employer.

It is our intention to promote representativity (race, gender and disability) in the Department through the filling of these posts and candidates whose appointment/promotion/transfer will promote representativity will receive preference. The Department reserves the right not to fill any of the advertised post(s).

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, driver's license, identity document and a C.V. (Separate application for every vacancy).
- 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.