



the premier

Department of
the Premier
FREE STATE PROVINCE

FREE STATE PROVINCIAL GOVERNMENT VACANCY CIRCULAR 14/2010

TO ALL HEADS OF PROVINCIAL DEPARTMENTS

ADVERTISEMENT OF POST: DEPARTMENT OF ECONOMIC DEVELOPMENT, TOURISM AND ENVIRONMENTAL AFFAIRS

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: 2010/05/24

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



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 ECONOMIC DEVELOPMENT, TOURISM AND ENVIRONMENTAL AFFAIRS

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. (Separate application for every vacancy). Applicants are requested to complete the Z83 form properly and in full. 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.

CLOSING DATE: 7 JUNE 2010

STRATEGIC FINANCIAL ADMINISTRATION AND SUPPLY CHAIN MANAGEMENT CHIEF DIRECTORATE

<u>POST</u>	:	CHIEF FINANCIAL OFFICER (CFO)
		REFERENCE NO: DETEA 10/04/01
<u>SALARY</u>	:	An all-inclusive salary package of R790 953 p.a (Salary level 14). The total package includes 60% basic salary, a state contribution to the Government Employee Pension Fund and flexible portion that may be structured in terms of the applicable guidelines. This appointment is subject to the signing of performance agreement, SMS Contract and Financial Disclosure vetting.
<u>CENTRE</u>	:	BLOEMFONTEIN
<u>REQUIREMENTS</u>	:	A recognised three year degree in B.Comm. or B.Compt. or equivalent qualifications. •Extensive managerial experience in a financial management position
<u>RECOMMENDATIONS</u>	:	An appropriate post graduate qualification or registration as a CA(SA). Knowledge of Public Service Legislation. Management and Leadership skills.
<u>DUTIES</u>	:	<ul style="list-style-type: none">• To assist the Accounting Officer, among others, to achieve the following: •effective, efficient and transparent systems of financial and risk management and internal control. • •An appropriate procurement and provisioning system which is fair, equitable, transparent, competitive and cost- effective. •A system for properly evaluating all major capital projects prior to a final decision on the project. •Effective, efficient, economical and transparent use of the resources of the department. •Take effective and efficient steps to: • (i) collect all money due to the department • (ii) prevent unauthorized, irregular and fruitless expenditure and wasteful expenditure and losses resulting from criminal conduct. • (iii) manage available working capital efficiently and economically. •Complying with any tax, levy, duty, pension and audit commitments as may be required by legislation.
<u>ENQUIRIES</u>	:	Dr. M.M.V. Mongake, Tel. No: 051-400 4910

APPLICATIONS

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Quoting the reference number, applications must be forwarded to the Head of the Department, Department of Economic Development, Tourism and Environmental Affairs, Private Bag X20801, Bloemfontein, 9300 or delivered by Hand to Ms. K Molusi or C. Machaea in Room 105, Agriculture Building, 98 Zastron Street, Bloemfontein.