

FREE STATE PROVINCIAL GOVERNMENT VACANCY CIRCULAR 42/2010

TO ALL HEADS OF PROVINCIAL DEPARTMENTS

ADVERTISEMENT OF POST: DEPARTMENT 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: 12/10/2010



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. (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.

POST: ASSISTANT MANAGER: LOGISTICS MANAGEMENT
REFERENCE NO: FSPT 037/10

SALARY: Salary level 9 – A basic salary of R 192 540 per annum.

CENTRE: BLOEMFONTEIN

REQUIREMENTS:

- A Bachelor's degree or diploma in Commerce or equivalent qualification.
- Experience in a supply chain management environment, particularly logistics and asset management.
- Knowledge of the Basic Accounting System (BAS) / Logis system, Public Finance Management Act (PFMA), and the Treasury Regulations.
- Good analytical and report writing skills.
- Computer literacy.

DUTIES:

- Manage and co-ordinate the implementation and maintenance of supply chain management practices concerning Logistics and stores and the maintenance of supply chain management processes in the department to contribute to the rendering of professional supply chain management services.
- Address supply chain management enquiries to ensure the correct implementation of supply chain management practices and policies.
- Ensure the successful implementation of departmental/ public service policies as well as the development of policies on matters related to supply chain management to adhere to the relevant prescripts/ legislation.
- Prepare and consolidate reports on supply chain management issues.
- Inform, guide and advise the Department/ personnel on supply chain management matters to enhance the correct implementation of supply chain management practices/ policies.
- Authorize transactions on Logis / BAS according to delegations.
- Ensure effective monitoring and control over financial resources and provide inputs thereon.
- Prepare in-depth complex reports and statistics on supply chain management issues.

ENQUIRIES:

Mr. B Mokobe, Telephone number: 051 405 5481

APPLICATION 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. MS Ramangoela, Provincial Government Building, Tel No: (051) 405 5323 or deliver by hand to Ms Ramangoela in Room 426(b), Provincial Government Building, Bloemfontein.

CLOSING DATE: 29 October 2010