



FREE STATE PROVINCIAL GOVERNMENT VACANCY CIRCULAR 29/2011

TO ALL HEADS OF PROVINCIAL DEPARTMENTS

ADVERTISEMENT OF POST: DEPARTMENT OF TREASURY

Please find the amendment on FSPG Circular 28/2011 dated 29 July 2011. The post of Expenditure Analyst: Reference No; FSPT 027/11 has been withdrawn in total.

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: 2011/08/02



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. 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: SENIOR REVENUE OFFICER
REFERENCE NO: FSPT 026/11

SALARY: Salary level 8 – A basic salary of R 174 117 per annum.

CENTRE: BLOEMFONTEIN

REQUIREMENTS:

- A Bachelor's degree or diploma in Commerce or equivalent qualification with appropriate experience or a Grade 12 certificate with extensive appropriate experience in revenue management.
- Experience in revenue administration.
- Knowledge of the budget process, Public Finance Management Act (PFMA), Treasury Regulations and different types of revenue sources.
- Good analytical and report writing skills.
- Valid driver's license
- Computer literacy.

DUTIES:

- Analyze and research revenue sources in order to maximize Provincial Own Revenue.
- Exercise control over the exploitation of revenue sources and revenue tariffs in order to increase Provincial Own Revenue.
- Assist with analyzing budget inputs from provincial departments in order to maximize the collection of Provincial Own Revenue.
- Conduct inspections in order to ensure compliance.

ENQUIRIES:

Mr. L Lebone: (051) 405 5456

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. 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: 19 AUGUST 2011