



## **NORTHERN CAPE OFFICE OF THE PREMIER**

- POST** : **Chief Financial Officer**
- SALARY** : **R 1 269 951 (All-inclusive remuneration package)**  
(All-inclusive remuneration package consists of a basic salary and flexible portion structured according to personal needs)
- CENTRE** : **Kimberley**
- REFERENCE** : **CFO/FIN/2022**

### **REQUIREMENTS:**

Applicants must be in possession of an undergraduate qualification and an undergraduate qualification (NQF7) in Finance / Accounting, or an equivalent qualification as recognised by SAQA; Registered as a Chartered Accountant in good standing with a recognised Professional body will be an added advantage. Knowledge of the Public Finance Management Act (PFMA), Treasury Regulations and relevant government policies regulating financial management in Government: Generally, Recognised Accounting Practices (GRAP), Foreign Service Act, and Preferential Procurement Policy Framework (PPPFA). At least 5 years' experience at a senior managerial level, coupled with extensive management experience in the field of financial management covering Accounting, Auditing, Risk Management, Budgeting, Reporting, Asset Management and Supply Chain Management. A further requirement for this position is the successful completion of the Senior Management Pre-Entry Programme as endorsed by the National School of Government (NSG). The course is available at the NSG under the name "Certificate for entry into SMS" and the full details can be obtained by following the below link:<https://www.thnsg.gov.za/training-course/sms-pre-entryprogramme/>. The successful candidate will be required to provide proof of completion of the NSG Public Service Senior Management Leadership Programme Certificate for entry into the SMS.

**COMPETENCIES AND SKILLS:** Excellent knowledge of financial management, contract management, supply chain management systems and budgeting principles; Expert knowledge of Basic Accounting Systems, procedures and controls within the private and public sectors; Extensive experience in the application of strategic management, business planning and design, performance measurement, financial accounting, management accounting, cost accounting, internal controls, internal and external audit, information systems and Supply Chain Management; Knowledge and understanding of Facilities and Property management; Ability to establish good

working relations with key stakeholders such as the National Treasury and Auditor-General of South Africa; Acumen and experience to manage and interact with key stakeholders at senior level; Proven strategic and leadership capabilities, programme and project management, and people management and empowerment; Well-developed research and development methodologies. Excellent communication skills (written and verbal); Client orientation and customer focus, honesty and integrity, and time management skills; Excellent project management, problem solving, report writing, computer and analytic skills are key to this post; Understanding of SA foreign policy.

**DUTIES:** Oversee and provide overall management in the implementation of financial management and administrative services; Oversee and manage the provisioning of assets and supply chain management services; Provide overall management and facilitation of properties and facilities management services; Provide overall management and strategic direction in the Branch; Execute all responsibilities delegated by the Accounting Officer in terms of Sections 38 to 43 of the PFMA; Maintain an integrated accounting and financial management system, including financial reporting and internal control; Oversee the budgetary process within the Department and ensure alignment to Departmental strategic objectives as well as exercise budgetary control and provide early warning arrangements at strategic level; Oversee the preparation and submission of quarterly and annual financial statements including other financial reports and liaise with National Treasury and the Auditor-General in this regard; Participate in policy formulation and review by rendering advice to the Executing Authority, Accounting Officer and Top Management on financial matters and financial consequences thereof; Oversee the development, revision and alignment of Office of the Premier policies, priorities and processes according to National Legislation, Public Service Regulations and national and international best practices; Liaise with CFO's of other government departments regarding financial transactions for diplomatic missions abroad and ensure speedy recovery of expenditure incurred by the Department on behalf of other Departments; Liaise with the relevant role-players in the financial environment regarding transversal financial matters; Manage foreign exchange fluctuation in line with National Treasury and South African Reserve Bank (SARB) guidelines.

Enquiries : Mr. J. Bekebeke  
Telephone No : 053 – 838 2950

**Note:** Applications must be submitted on the prescribed form Z83 (obtainable from any Public Service Department) and must be completed in full and page 2 originally signed; Clear indication of the post, reference number and town that is being applied for must be indicated on your Z.83. A detailed comprehensive CV specifying all qualifications and experience with respective dates. Applications submitted on the incorrect application form (old Z83) will be disqualified. Only shortlisted candidates will be required to submit certified copies of qualifications, ID and driver's license before or on the day of the interview. It is the responsibility of applicants in possession of foreign qualifications to submit evaluated results by the South African Qualifications Authority (SAQA). Online applications such as emails with the relevant supporting documents e.g. comprehensive CV and qualifications will be accepted via electronic format e.g. Word, pdf, scanned images, etc. All shortlisted candidates will be subjected to a personnel suitability check which includes criminal record checks, verification of qualifications, financial and asset record checks, previous employment verification and citizenship verification. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of the competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tool. The successful candidate will be required to enter into an annual performance agreement and will have to disclose his/her financial interests annually. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. All applications, including those submitted via registered mail must reach the department before 16h00 on the day of the closing date. Incomplete applications, applications on incorrect forms, applications sent or delivered to the wrong address or applications received after closing date will be disqualified.

**APPLICATIONS:** Please forward the applications for the post quoting the relevant reference number to: Senior Manager, Human Resources Administration, Private Bag X5016, Kimberley, 8300, hand deliver at JW Sauer Building, Office of the

Premier, Ground Floor (Security) or alternatively email to  
[hrarecruitment@ncpg.gov.za](mailto:hrarecruitment@ncpg.gov.za)

**FOR ATTENTION:** Mrs. R. Booysen

**CLOSING DATE:** 26 August 2022