

## DEPARTMENT OF SOCIAL DEVELOPMENT

*It is our intention to promote representivity (race, gender and disability) in the Public Service through the filling of this post and candidates whose transfer / promotion/ appointment will promote representivity will receive preference.*

- APPLICATIONS** : The Director General, Department of Social Development, Private Bag X901, Pretoria, 0001, Physical Address: HSRC Building, 134 Pretorius Street
- FOR ATTENTION** : Ms J Malala
- CLOSING DATE** : 12 June 2009
- NOTE** : A curriculum vitae with a detailed description of duties and the names of two referees must accompany your application for employment. It will be required of the successful candidate to undergo an appropriate security clearance. An indication in this regard will facilitate the processing of applications. Applicants must please note that they will be required to show proof of original qualifications during the selection process. Correspondence will be limited to successful candidates only. If you have not been contacted within three months after the closing date of this advertisement, please accept that your application was unsuccessful. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Short listed candidates must be prepared to undergo competency assessment. "The Department of Social Development supports people with disabilities"

## OTHER POST

- POST 21/61** : **DEPUTY DIRECTOR: NATIONAL BUDGET PLANNING AND MONITORING**  
Directorate: Budget Planning and Monitoring
- SALARY** : R407 745 per annum This inclusive remuneration package consists of a basic salary, the state's contribution to the Government Employees Pension Fund and a flexible portion that may be structured i.t.o. the applicable rules.
- CENTRE** : Pretoria
- REQUIREMENTS** : A B Com Degree or equivalent qualification in financial management PLUS relevant experience in budget planning, expenditure control and cash flow management. Knowledge of the Public Finance Management Act, Treasury Regulations and the Division of Revenue Act. Knowledge of the new government budget reform process. Knowledge of PERSAL and the Basic Accounting System. Willingness to travel. Valid drivers licence. Competencies needed: Financial analysis skills. Budget planning and monitoring skills. Project management skills. Financial management skills. Strategic planning skills. Communication (written, verbal and liaison) skills. Planning and organising skills. Problem-solving skills. People management skills. Attributes: Ability to work with integrity and ethically. Ability to demonstrate accuracy and thoroughness. Compliant. Ability to work in a team and independently. Self-starter.
- DUTIES** : Key Responsibilities: Plan and monitor the budget of the Department. Maintain the Basic Accounting System in the Department. Analyse and report on the spending trends of the Department. Provide strategic and operational planning and implementation functions for the Subdirectorate and report on a quarterly basis on performance and progress made with the set objectives and outputs in line with the strategic and operational plans. Ensure the effective and efficient management of human resources. Liaise and provide financial support and advice to relevant stakeholders/role-players.
- ENQUIRIES** : Mr F Esterhuizen Tel: (012) 312-7778