

**PROVINCIAL ADMINISTRATION: LIMPOPO
DEPARTMENT OF HEALTH AND SOCIAL DEVELOPMENT**

The Department of Health and Social Development is an equal opportunity and Affirmative Action employer

- APPLICATIONS** : Applications should be addressed to: The Head of Department, Department of Health and Social Development, Private Bag X9302, POLOKWANE, 0700 and for hand delivery at No 18 College Street, New building [Office No 63]
- CLOSING DATE** : 12 February 2010
- NOTE** : Applications should be submitted on the Z83 form obtainable from any government institution and must be accompanied by comprehensive CV and certified copies of required qualifications, people with disabilities are encouraged to apply and attention will be given to individuals or persons from disadvantaged communities, NB 1: This is a re-advertisement, those who previously applied need not re-apply, NB 2: Applicants Correspondence will be entered into with shortlisted candidates only. Faxed or e-mailed applications will not be considered, NB 3: NB 4: Successful candidate will be subjected to security clearance, submit disclosure of financial interest and complete a contract of employment for members of Senior Management Services.

MANAGEMENT ECHELON

- POST 04/122** : **GENERAL MANAGER: BUDGET PLANNING AND REVENUE**
- SALARY** : R746 181 per annum Salary level 14
- CENTRE** : Head Office [Polokwane]
- REQUIREMENTS** : Qualification and Competencies: A Bachelor's degree or a three year National Diploma in Financial Management plus competencies in budgetary processes and its financial and fiscal responsibilities, Proven record of economic analysis and experience at senior management level, Ability to interact at both strategic and operational level. Personal Attribute: Ability to work under changing and difficult circumstances, Good background in turn around and change management strategy, Pro-activeness and Independent, Ability to work in a highly pressured environment and driven by sense of urgency to meeting deadlines, Team player and independent thinker, Accuracy and flexibility. Knowledge and skills: Knowledge and understanding of government policies, budget processes and practices, related Acts and Regulations, such as PFMA, Treasury Regulations, & Division of Revenue Act, Understanding of the impact of financial and economic models, Planning and organizing, communication, report writing, facilitation, Co-ordination, liaison, networking, leadership, analytical and interpersonal relations, Strategic Planning Policy analysis and development, Planning and organization skills, People Management, Financial Management.
- DUTIES** : key performance areas: Provide leadership and strategic direction in the division, Provide budget reporting and revenue processes, Manage and oversee the collection of revenue, budget and reporting in accordance with the requirements of the PFMA and departmental revenue budget, Develop, monitor and ensure proper implementation of national and provincial policies, procedure, systems and controls, Provide financial planning and economics of scale including benchmarking, Manage and utilize resources [human, physical and financial] in accordance with relevant directives and legislation.
- ENQUIRIES** : Mr Maselsele ML at 015 293 6126/ Mabila J or Ms Mokgonya PR at 015 293 6120 during office hour.