

OFFICE OF THE PUBLIC PROTECTOR

The Public Protector South Africa is an equal opportunity, affirmative action employer and is committed to the achievement and maintenance of representivity (race, gender and disability). Preference will be given to the candidates whose appointment or promotion meets the requirements for Employment Equity representivity in the Office and residing in the respective Province the post is located. To further the objectivity of representivity within the Organisation, Women, People with Disabilities, Coloureds and Indians are encouraged to apply.

- APPLICATIONS** : Senior Manager: HRM & D, Public Protector South Africa, Private Bag X677, Pretoria 0001 or hand-deliver to Public Protector House, 175 Lunnun Road Hillcrest Office Park. Hillcrest, Pretoria or by email to Applications@pprotect.org
- CLOSING DATE** : 16 March 2018
- NOTE** : Applications must be accompanied by a covering letter with a detailed CV and 3 references (including certified copies of qualifications and ID document). Failure to submit all the requested documents will result in the application not being considered. Please indicate the reference number and position you are applying for on your covering letter. The office reserves the right not to fill the vacancies. Correspondences will be limited to the short-listed candidates. Should you not be contacted within 2 months, please consider your application to be unsuccessful. . Applications received after the closing date will NOT be considered or accepted. Interviewed candidates must be willing to undergo normal vetting and verification processes, including a competency assessment (SMS). All appointments will be done in terms of the Public Protector Act and a 6 month probation period which may be extended to 12 months will be applicable. The successful candidates will be expected to sign the secrecy declaration form and performance agreement within 3 months of accepting the position.

MANAGEMENT ECHELON

- POST 09/42** : **CHIEF FINANCIAL OFFICER, REF NO: PPSA/02/2018**
- SALARY** : R1 146 569 – R1 370 876 per annum (all-inclusive Remuneration Package).
- CENTRE** : Head Office, Pretoria
- REQUIREMENTS** : Postgraduate qualification in Financial Management or be a qualified Chartered Accountant, coupled with 8 years' relevant experience, of which 5 years should have been at Senior Management level; Experience in, and knowledge of financial management at a strategic level – preferably in a service-orientated organisation; In-depth knowledge of functional financial management, budgeting, corporate governance; Exposure to auditing practices; Knowledge of the PFMA and Treasury Regulations, project management and change management is essential; Knowledge of the Public Service, Generally Accepted Accounting Practice (GAAP) and Generally Recognised Accounting Practice (GRAP); Computer literacy, specifically MS Excel; Knowledge of Payroll Management would be an added advantage; Good understanding and knowledge of the Public Protector's mandate; Valid driver's licence; Excellent communication skills (verbal and written); Report-writing skills; Ability to work under pressure and meet deadlines; Excellent interpersonal skills; Willingness to work long hours; Management ability; Ethical conduct; Ability to liaise with staff at all levels within the organisation; Accuracy; Service delivery orientated.
- DUTIES** : Ensure compliance with relevant legislation and regulations; Advise and guide management on annual budget and financial issues; Advise the Accounting Officer on strategic financial and corporate governance issues; Provide Management and administration to the Audit Committee; Manage the Finance and Supply Chain Management Unit; Develop, implement and maintain appropriate systems and policies; Ensure effective, efficient and economic management of financial resources and asset register for the office; Manage relationships with all stakeholders including internal and external auditors; Manage and ensure proper implementation of payroll on a monthly basis; Effectively manage all donor funds received by the office; Ensure effective risk and internal control measures within

ENQUIRIES

financial management; Facilitate the submission of the office's annual budget vote and MTEF inputs.
: Mr G. Tyelela/Mr S. Maredi at Tel (012) 366-7079/7146