

**PROVINCIAL ADMINISTRATION: FREE STATE
DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE**

Free State Department of Public Works and Infrastructure 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.

- APPLICATIONS** : Posted to: Head: Public Works and Infrastructure, P.O. Box 7551, Bloemfontein, 9300 or Applications that are hand delivered must be brought to the Foyer of OR Tambo House where they must be placed in the appropriately marked box at: Security Ground Floor, OR Tambo House, St. Andrews Street, Bloemfontein.
- CLOSING DATE** : 02 November 2018
- NOTE** : 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, driver's license, identity document and a C.V. (Separate application for every vacancy). Applicants are requested to complete the Z83 form properly and in full. Qualification certificates must not be copies of certified copies. Applicants 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.

MANAGEMENT ECHELON

- POST 42/153** : **CHIEF FINANCIAL OFFICER REF NO: PWI 18/02**
- SALARY** : R1 189 338 per annum (Level 14) (An all-inclusive package). The remuneration package consists of a basic salary (70%), the Employer contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance.
- CENTRE REQUIREMENTS** : Bloemfontein
An appropriate postgraduate tertiary qualification in Accounting or Financial Management with proven managerial experience; Extensive knowledge of and experience in Public Service financial management; Excellent written and verbal communication skills; Driver license (code 8); Appointment is subject to the following: Performance Agreement, Vetting, SMS Contract, Competency Assessment, and Financial Disclosure.
- DUTIES** : Develop, implement and maintain appropriate mechanisms to timeously respond to the changing needs for financial information, the interpretation thereof and the rendering of technical advice to the Accounting Officer; Ensuring that the financial resources and assets of the Department are utilized effectively and economically to realize the objectives of the Strategic Plan; Ensuring that all conditional grants and donor funds where appropriate are properly managed and financial reports prepared; Provide technical advice to Line Managers to ensure the equitable allocation, maintenance and effective utilization of resources in line with the Strategic Objectives of the Department, legislative imperatives and good governance arrangements; Meet the reporting requirements and standards under the PFMA, Division of Revenue Act and financial statements; Ensure adequate internal financial control arrangements and systems for the accountable delegation of financial powers, asset security, monitoring, evaluation, early warning and timeous corrective action; Assist the Accounting Officer by applying cost benefit analysis principles assuring value for money; Oversee the budgetary process

within the Department, exercise budgetary control and provide at a strategic level early warning arrangements; Develop and facilitate the implementation of the Supply Chain Management System arrangements; Develop and facilitate the implementation of the Supply Chain Management System consistent with legislative and other good governance arrangements; Oversee the preparation and submission of the annual financial statements and liaison with the Auditor-General in this regard; Assist with the implementation of the Division of Revenue Act; Liaise with the relevant role-players within the three spheres of government in the financial environment regard transversal financial and related corporate governance matters.

ENQUIRIES : Ms G. Brown, Head of Department Tel No: 051-4923909
NOTE : Shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated.

OTHER POST

POST 42/154 : **CHIEF CONSTRUCTION PROJECT MANAGER GRADE A (PROFESSIONAL):
PROJECT MANAGEMENT UNIT (PMU) REF NO: PWI 18/16 (X2 POSTS)**

SALARY : R991 281 – R1 133 427 per annum (OSD) Grade A (An all-inclusive package). The remuneration package consists of the basic salary, the Government's Employee Pension Fund and flexible portion, which may be structured in terms of the rule for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, housing allowance and medical aid assistance.

CENTRE REQUIREMENTS : Bloemfontein
 Applicants must be in possession of an undergraduate NQF level 6 qualification in the Built Environment and a minimum of 6 years' experience in the Construction environment. Compulsory Registration with the SACPMP as a Professional Construction Project Manager. A valid driver's license. Competencies: Programme and project management, Project management skills, principles and methodologies, Project and professional judgment, Computer-aided engineering and project applications, Project design and analysis knowledge, Project operational communication, Process knowledge and skills, Maintenance skills and knowledge, Mobile equipment operating skills, Legal and operational compliance, Research and development, Creating high performance culture, Technical consulting. Strategic capability and leadership, Problem solving and analysis, Decision making, Team leadership, Creativity, Financial management, Customer focus and responsiveness Communication, Computer skills, People management, Planning and organizing, Conflict management, Negotiation skills, Change management.

DUTIES : Oversee the implementation of projects. Project Design and analysis effectiveness. Maintain project operational effectiveness. Planning and execution of in-house planned projects and manage the planning and execution of projects where consultants are appointed. Evaluate construction activities to ensure that consultant designs are executed and performed to acceptable standards and investigate cause on non-compliance. Approve fee accounts of consultants and payments of final accounts of consultants and payments of final accounts to contractors of engineering services. Check tender documents for inviting tenders recommended contractors or professional engineers on the roster of consultants and perform other admin work. Oversee that legal and environmental requirements are adhered to and provide advice guidance to personnel, consultants and contractors regarding the implementation of all relevant acts, working procedures and construction methods. Attend meetings with client departments of projects in a planning stage and site meetings during the execution of projects. Train and oversee candidate construction project managers to ensure their registration as professional.

ENQUIRIES : Mr. Stan Diakos, Tel No: 051 – 4923811

DEPARTMENT OF TREASURY

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- APPLICATIONS** : Applications, quoting the relevant reference, should be forwarded as follows: The Head of Department: Provincial Treasury, Private bag x20537, Bloemfontein, 9300 or deliver by hand to Mr. IB Pheello in Room 426(b), 4th floor, Fidel Castro Building, Cnr. Markgraaf and Miriam Makeba Streets, Bloemfontein.
- FOR ATTENTION** : Mr. IB Pheello, Fidel Castro Building, Tel No: (051) 405 5069
- CLOSING DATE** : 02 November 2018
- NOTE** : Applications must be submitted on form Z83, obtainable from any Public Service Department and must be accompanied by a comprehensive curriculum vitae as well as certified copies of qualifications and identity document. Applications must clearly indicate the reference number of the Shared Audit Committee that is being applied for on the covering letter of their applications. 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 1 month of the closing date, they must accept that their applications were unsuccessful.

OTHER POST

- POST 42/155** : **SHARED AUDIT COMMITTEE: DEPARTMENTS OF SOCIAL DEVELOPMENT AND SPORTS, ARTS, CULTURE & RECREATION REF NO: SAC 01/2018**
- SALARY** : Remuneration: Shared Audit Committee sitting (inclusive of preparation): Member Audit Committee sitting – R 1 784.00 per hour, and Ad-hoc meeting – R 310.00 per hour.
- CENTRE** : Bloemfontein
- REQUIREMENTS** : A relevant post-graduate degree or equivalent qualification with a minimum of five years experience in any of the following fields: Accounting / Auditing / Social Sciences. The candidates should be independent and knowledgeable of the status of their positions as members. A candidate should be a registered member of a professional body, with six years experience serving in an audit or similar committee. Applicants should possess the skills required for the Shared Audit Committee applied for. Members should have the necessary level of financial literacy. The following will be an added advantage: Integrity, dedication, understanding of public sector business and controls, good communication skills, inquisitiveness and independent judgment. Only non-government persons will be considered.
- DUTIES** : The role and responsibility of the Shared Audit Committee and consequently its membership will be clearly outlined in the Shared Audit Committee's Charter and will be aligned with the provisions of Chapter 3 of the Treasury Regulations and Public Sector Internal Audit Framework (PSIAF). The Shared Audit Committee will report to the relevant Executive Authority and Accounting Officer within the respective departments of the Shared Audit Committee arrangement. The Shared Audit Committee shall meet at least four (4) times per financial year and additional meetings may be arranged if a need is identified based on the required oversight responsibilities.
- ENQUIRIES** : Mr. M A Maqabe Tel No: (051) 405 5265/3481
- NOTE** : In terms of section 76(4) and 77 of the Public Finance Management Act (PFMA) read with Chapter 3 of the Treasury Regulations, applications are hereby invited

from interested independent and suitably qualified experts to serve on the Shared Audit Committee for a period of three (3) years until 28 February 2021.