

**NATIONAL SCHOOL OF GOVERNMENT**

*The National School of Government (The NSG) contributes to the building of an effective, capable and professional public service through the provision of relevant, mandatory and non-mandatory training programmes.*



- APPLICATIONS** : Postal: The Principal: National School of Government, Private Bag X759, Pretoria, 0001 or via e-mail at [NSG.Recruitment@thensg.gov.za](mailto:NSG.Recruitment@thensg.gov.za)
- FOR ATTENTION** : Mr Mpho Mugodo Tel No: (012) 441 6017 or Thabo Ngwenya Tel No: (012) 441 6108
- CLOSING DATE** : 13 May 2022
- NOTE** : Applications must consist of: A fully completed and signed new Z83 form with a comprehensive CV containing contactable references as well as copies of qualifications and identity documents. Only shortlisted candidates will be required to submit certified documents on or before the day of the interview. The relevant reference number must be quoted in the application form. Foreign qualifications must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). All shortlisted candidates for SMS posts will be subjected to a technical exercise as well as personnel suitability checks such as security vetting, citizen verification, financial records check and qualifications verifications. The successful candidate will be expected to sign a performance agreement within three months from the date of assumption of duties and to disclose particulars of all registrable financial interests within a month. The selection process will be in line with the Senior Management System requirements. The employment decision shall be informed by the Employment Equity Plan of the Department to achieve its Employment Equity targets. It is the Department's intention to promote equity (race, gender and persons with disability) through the filling of the post. The NSG reserves the right not to make an appointment and to use other recruitment processes. Correspondence will be limited to shortlisted candidates only. Successful completion of the Senior Management Service Pre-Entry Programme (Nyukela) is required for being considered for this SMS post. Enrolment for the course should be made on the NSG's website at <https://www.thensg.gov.za/training-course/sms-pre-entry-programme> NB: Suitably qualified, dynamic, passionate and experienced persons are invited to apply for the vacant permanent positions. Applicants are requested to visit the NSG website at [www.thensg.gov.za](http://www.thensg.gov.za) or [www.dpsa.gov.za](http://www.dpsa.gov.za) for information on the requirements and duties of the position.
- ERRATUM:** Kindly note that the following post was advertised in Public Service Vacancy Circular 11 dated 25 March 2022 is withdrawn Director: Financial Account with Ref No: NSG: 03/2022. With the closing date of 08 April 2022.

**MANAGEMENT ECHELON**

- POST 14/64** : **CHIEF FINANCIAL OFFICER (CFO) REF NO: NSG: 04/2022**
- SALARY** : R1 269 951 per annum, (all inclusive salary package)
- CENTRE** : Pretoria
- REQUIREMENTS** : Applicants must be in possession of an appropriate three year Bachelor's Degree (NQF level 7) in the field of Financial Management and/or equivalent. A SAICA CA qualification is strongly recommended. At least 6-10 years' experience in financial accounting, supply chain management and budgeting of which five years must have been at a Senior Management Level. Comprehensive knowledge and understanding of the Public Finance Management Act (PFMA) and Generally Recognised Accounting Practice (GRAP) including proven experience in its application. A track record in preparation and management of strategic plans, business plans, budgets and financial reports. Ability to implement internal systems and controls to ensure sound Financial Management as well as the management of resources. Skills in Financial Management, Management Accounting and Supply Chain Management within a trading entity will be an advantage. Proven managerial and communication skills (written and verbal). Competencies in Strategic

**DUTIES**

: Capability and Leadership, Financial Management, Knowledge Management, Service Delivery Innovation (SDI), Problem solving and Analysis, People Management and Empowerment, Client Orientation and Customer Focus.  
: The successful candidate will provide strategic direction as head of the Finance chief directorate. Support the Principal and other senior managers in the execution of their functions in terms of the Public Service Act, 1994 and the PFMA, 1999. Ensuring that NSG's financial resources are effectively utilized to a variance of 0% (Vote) and 10% (Trade). Oversee the statutory reporting and management reporting. Driving the implementation of an integrated financial processing and management system, linked to those of line function units. Leading the expansion of a modernized financial accounting section to handle the high volume of transactions, arising from increased training activities. Establishing and maintaining appropriate systems (analytical tools, information systems and models or projections of cost behaviour) and policies to ensure effective and efficient management of resources. Formulating creative solutions to enhance cost effectiveness and efficiency in the delivery of the services and the administration of the NSG. Facilitating the implementation of national norms and standards where applicable. Liaison with key stakeholders such as the National Treasury, Auditor-General of South Africa as well as risk management and audit institutions. Advising the Principal pertaining to matters that have strategic, financial and revenue implications. Liaising with the relevant role-players in the financial environment regarding transverse financial matters. Managing and leading to collect the relevant data to identify potential sources of revenue of the NSG by continuously identify potential of actual sources of revenue, identifying limits to the revenue base of the NSG, review the tariff policy and ensure it's included in the annual report and to conduct analyses on revenue collection trends which will inform recommendations for increases in tariffs and fee structures where relevant.

**ENQUIRIES**

: Ms Letty Raseroka Tel No: (012) 441 6626

**POST 14/65**

: **DIRECTOR: FINANCIAL ACCOUNTING REF NO: NSG: 05/2022**

**SALARY**  
**CENTRE**  
**REQUIREMENTS**

: R1 073 187 per annum, (all-inclusive salary package)  
: Pretoria  
: Applicants must be in possession of an appropriate three-year tertiary qualification (NQF level 7) in the field of Finance/Accounting/Financial Management and/or equivalent. A South African Institute of Chartered Accountants qualification will be an added advantage. At least 6-10 years' experience in financial accounting of which five years must be at a middle management level. A track record in the preparation and management of financial reports. Ability to implement internal control systems to ensure sound financial management. Knowledge and understanding of the PFMA, Treasury Regulations and other related Public Sector regulatory frameworks. Any experience working within an environment that utilizes Modified Cash Standard and GRAP would be a strong recommendation. Financial Management skills and experience within a trading entity. Proven managerial and communication skills (written and verbal). Competencies in Strategic Capability and Leadership, Financial Management, Knowledge Management, Service Delivery Innovation (SDI), Problem solving and Analysis, People Management and Empowerment, Client Orientation and Customer Focus. The incumbent must have the ability to work under pressure, to meet deadlines and maintain a high level of confidentiality. They must be resourceful and highly proactive, results driven, pay attention to detail, display a professional demeanor and be able to resolve conflicts decisively.

**DUTIES**

: The successful candidate will be responsible for implementing NSG policies and operational procedures related to Financial Accounting in accordance with specific relevant legislative prescripts, in order to enhance accountability and performance. Ensuring that NSG compliance reports related to financial accounting are submitted in relation with the Treasury guidelines and that EMP201/EMP501 accurate and complete VAT returns are submitted to SARS on a monthly and bi-annual basis. Managing 100% reconciliation of general ledger towards a zero balance on suspense accounts. Preparation of financial reports, handle all internal and external auditors' queries. Develop and implement systems for management of donor funding. Managing resources of the directorate, develop and monitor risk management strategies. NSG's financial resources effectively utilized to a variance of 0% (Vote) and 10% (Trade). Managing the entire payments and receipts sections including the

reporting aspect. Driving the expansion of a modernised financial accounting section to handle the high volume of transactions, arising from increased training activities. Engaging vigorously with clients to understand their needs and share information. Supporting the CFO, Principal and senior managers in the execution of their functions in terms of the Public Service and Public Finance Management Acts.

**ENQUIRIES** : Ms Letty Raseroka Tel No: (012) 441 6626

#### **OTHER POST**

**POST 14/66** : **DEPUTY DIRECTOR ICT GOVERNANCE & ENTERPRISE ARCHITECTURE**  
**REF NO: NSG: 06/2022**

**SALARY** : R744 255 per annum, (all inclusive salary package)  
**CENTRE** : Pretoria

**REQUIREMENTS** : Applicants must be in possession of an appropriate Bachelor Degree or Diploma/equivalent qualification in Information Technology / Computer Science. Knowledge and experience in TOGAF, COBIT and ITIL frameworks will serve as an added advantage. At least 3-5 years' experience in the area of Information Technology Governance, Project Management and service level agreement management. Thorough knowledge of Local Area Network hardware and software systems. Vast Knowledge in system development project management, networks, Server Operating Systems and Data Centre Systems. Knowledge of the application and use of enterprise architecture in government. Knowledge of cyber security management and applications. Planning, administration and organising skills. Strong practical knowledge and experience of Local Area Networks, Wide Area Networks and ICT Infrastructure. Ability to communicate effectively (oral and written) at all levels within the department as well as with service providers, as well as the State Information Technology Agency and other role players. Well-developed diagnostic and problem-solving skills. Knowledge of Digital Transformation and 4<sup>th</sup> Industrial Revolution emerging ICT technologies. An understanding of the PFMA, SITA Act, Government and National Treasury Regulations, POPI Act and PAIA. Demonstrate good interpersonal skills and demonstrate flexibility and ability to adapt to changes. The incumbent must also be cost conscious, independent, dynamic, self-confident, team worker, strong on self-direction and possess a client-focused attitude. Results orientated and able to function effectively under pressure and possess a valid driver's license.

**DUTIES** : The successful candidate will be responsible for ICT Governance and Enterprise Architecture. The candidate will work closely with the departmental initiatives on ICT Security. Support and maintenance of the NSG Data Centre, Local Area Network and the SITA Wide Area Network. The position will be required to intervene and respond to Monitoring Systems and Alarms in the NSG LAN and Data Centres. Compile and conduct user awareness programmes on ICT governance. Manage end user requirements for ICT Hardware and Software packages. Manage various ICT projects. Complaints monitoring and reporting. Develop and revise ICT frameworks, policies, procedures and standards and continuously monitor the effective implementation thereof to ensure reliable ICT services. Managing and administer service level agreements (SLAs) and Operational Level Agreements (OLA) with Service Providers. Representing the Chief Information Officer in various Departmental Committees.

**ENQUIRIES** : Ms Letty Raseroka Tel No: (012) 441 6626