

DEPARTMENT OF INTERNATIONAL RELATIONS AND COOPERATION

The Department of International Relations and Cooperation is an equal opportunity, affirmative action employer.

- APPLICATIONS** : Please e-mail your applications to the e-mail address indicated below post and quote the post name in the subject line of the e-mail address to receive an acknowledgement; Hand-delivered applications can be submitted to the or Tambo Building, 460 Soutpansberg Road, Pretoria.
- CLOSING DATE** : 02 September 2022. Applications received after the closing date will not be considered.
- NOTE** : Applications must be submitted on the new form Z83 (effective from 1 January 2021) duly completed and hand signed) obtainable from any Public Service department or on the DIRCO website – www.dirco.gov.za For other relevant information and how to apply, kindly visit the Department's website (www.dirco.gov.za) home page under Employment Information. Applications should be accompanied by a detailed or comprehensive Curriculum Vitae (CV) only. Certified copies of qualifications and Identity Document or any other relevant documents to be submitted by only shortlisted candidates. Received applications using incorrect Z83 for employment will not be considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). All shortlisted candidates will be subjected to personnel suitability checks and verification of qualifications. DIRCO reserves the right not to make appointments. We thank all the applicants for their interest. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within four (4) months after closing date of this advertisement, please accept that your application was unsuccessful.

OTHER POST

- POST 29/39** : **FINANCIAL MANAGER (DEPUTY DIRECTOR: FINANCIAL MANAGEMENT)**
Directorate: ARF Secretariat: African Renaissance and International Cooperation Fund
- SALARY** : R882 042 per annum (Level 12). This all-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 in terms of the applicable rules.
- CENTRE** : Pretoria
- REQUIREMENTS** : Applicants must be in possession of a of relevant 3-year National Diploma/Degree (NQF level 6) in Financial Management/Accounting or NQF7 in Financial Management/Accounting as recognized by SAQA At least 5 - 6 years as a junior manager in a finance environment Completed articles in external auditing Competencies: Knowledge and understanding of Legislative Framework governing the Public Service; Financial Management; Government policies, Budget process and practices as well as legislation / regulations such as PFMA; Treasury Regulations & Frameworks and Division of Revenue Act; ARF Act; Generally Recognized Accounting Practice (GRAP); GAAP; Supply Chain Procedures; Preferential Procurement Policy Framework Act. Knowledge of government systems. Knowledge and understanding of foreign currency. Problem solving Analytical thinking Networking Communication skills Computer literacy Planning and Organizing Project Management.
- DUTIES** : Manage and monitor the Internal Control services to ensure effective and efficient utilization of resources. Manage the Financial Reporting of the Public Entity Manage the process of Financial Management to ensure compliance with all financial prescripts e.g, PFMA, Treasury regulations, Supply Chain Procedures, etc. Develop, implement, and maintain financial policies, procedures, and processes Manage and administer disbursement of funds as per the approved projects and recommendations Conduct cost-benefit analysis to ensure value for money and propose interventions. Provide periodic financial reports to the advisory Committee Advice the secretariat and the board on investment opportunities and report thereon
- ENQUIRIES** : Ms B Gubevu Tel No: (012) 351 0327

APPLICATIONS

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