

**GOVERNMENT COMMUNICATIONS AND INFORMATION SYSTEM**

*The GCIS is an equal-opportunity employer. In the filling of vacant posts, the objectives of section 195 (1) (i) of the Constitution of South Africa, 1996 (Act No: 108 of 1996), the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act No: 55 of 1998) and relevant Human Resources policies of the Department will be taken into consideration. People with Disabilities with disabilities will be accommodated within reasonable limits. Therefore preference will be given to candidates whose appointment will assist the department in achieving its Employment Equity targets in terms of the Department's Employment Equity Plan.*

- APPLICATIONS** : The DG of Government Communication and Information System, Private Bag X 745, Pretoria 0001, or hand deliver to Tshedimosetso House, 1035 cnr Francis Baard & Festival streets, Hatfield, Pretoria.
- FOR ATTENTION** : Ms M Kotelo
- CLOSING DATE** : 24 February 2023
- NOTE** : Applicants with disabilities are encouraged to apply. The old prescribed application or employment form Z83 was withdrawn with effect from 31 December 2020. As per the Government Gazette No: 43872, any applicant who submits an application on or after 1 January 2021 must do so on the new prescribed Z83 form, obtainable from any Public Service Department or on the internet at [www.gov.za/documents](http://www.gov.za/documents). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the fully completed and signed Z83 form and a detailed curriculum vitae. Communication regarding certified copies of Qualifications and other relevant documents will be limited to only shortlisted candidates. Therefore only shortlisted candidates will be required to submit certified documents on or before the day of the interview, following communication from the department. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. No faxed, copied or e-mailed application will be considered. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three (3) months after the closing date of this advertisement, please accept that your application was unsuccessful. The successful candidate must disclose to the DG particulars of all registrable financial interests, sign a performance agreement and employment contract with the DG within three months from the date of assumption of duty and obtain a top-secret security clearance. All appointments are subject to the verification of educational qualifications, previous experience, citizenship, reference checks and security vetting. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment. The department reserves the right to fill or not to fill the vacant post. The successful candidates will enter into an employment contract with the GCIS that will be reviewed based on performance expiration. By submitting the employment application form, you agree and consent in terms of section 11 (1) of the Protection of Personal Information Act, 2013 (POPIA), to your personal information which you provide to the Government Communication and Information System ("GCIS") being processed by the GCIS and its employees, agents, cabinet committees, and sub-contractors for recruitment purposes, in accordance with the Protection of Personal.

**OTHER POST**

- POST 05/76** : **STATE ACCOUNTANT REF NO: 3/1/5/1-23/11**  
Directorate: Finance
- SALARY** : R269 214 per annum (Level 07)
- CENTRE** : Pretoria
- REQUIREMENTS** : Applicant must be in possession of a three-year Degree (NQF level 7) in commerce with Accounting as subject or a National Diploma (NQF 6) in Public Finance or equivalent related qualification as recognised by SAQA. Two (2) years relevant experience. knowledge of the budget process in the public Service, the basic Accounting System(BAS), National Treasury Regulations and understanding of the Public Finance Management Act (PFMA). Ability to

work under pressure, good communication skills, Computer literacy in Microsoft Excel and Word.

**DUTIES**

: The successful candidate will be responsible for co-ordinating, analysing consolidating and reporting in respect of the budget and expenditure information of GCIS; monitor the expenditure trend against allocated budgets of programmes, sub-programmes and Sections, ensures that records of financial transactions and expenditure are updated and allocated correctly according to the Standard Chart of Accounts (SCOA). These functions include amongst others, duties regarding monthly projections, virement Medium Terms Expenditure Framework (MTEF), Estimates of National Expenditure (ENE), budget function on the Basic Accounting System (BAS), etc. The Successful candidates should also be able to evaluate the performance of planned activities as indicated in the business plan against the allocated budget. Provide an administrative support service to the component. Preparation of quality product to Committees, Forums and Budget Lekgotla

**ENQUIRIES**

: Ms Kedibone Matlala Tel No: (012) 473 0127

**NOTE**

: Preference will be given to White, Coloured and Indian Male/Female. People with disabilities will be given preference regardless of Race.