

**GOVERNMENT TECHNICAL ADVISORY CENTRE (GTAC)**

- APPLICATIONS** : Potential candidates may apply online on the GTAC website at <https://www.gtac.gov.za/careers>. Please visit the GTAC website at [www.gtac.gov.za](http://www.gtac.gov.za) for more information. NB only online applications will be acceptable
- CLOSING DATE** : 28 July 2023 at 12h00 pm
- NOTE** : Only South African Citizens, and Permanent Residents need apply as per PSR 2016. Applications should be accompanied by a duly completed and signed Z83 form (obtainable from any Public Service department). The post title and reference number must be clearly indicated on the Z83 form. Only recent comprehensive CV and completed Z83 need to be submitted at application stage. Certified copies of qualifications and other relevant documents will only be limited to shortlisted candidates. Short listed candidates must make themselves available for a panel interview on the date determined by the GTAC. All short-listed candidates will be subjected to personnel suitability checks and the successful candidate will undergo the SMS Competency Assessment and security vetting in order to confirm employment. Late applications, and those not meeting the requirements, will not be considered. If you have not received feedback from the GTAC within 2 months of the closing date, please regard your application as unsuccessful. Note: The GTAC reserves the right to fill or not fill the advertised posts. The DPSA Directive on Compulsory Capacity Development, Mandatory Training Days and Minimum requirements was amended with effective date of 01 April 2020. According to the directive requirement for appointment at SMS level will be done upon completion of the Senior Management Pre-entry programme as endorsed by the National School of Government. The applicant should therefore have a proof that they have registered the for the Pre-entry certificate and have completed the course before the appointment. The cost of the pre-entry certificate is for the candidate's expense. To access the pre-certificate course, please visit: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme>. Black Females are encouraged to apply.

**MANAGEMENT ECHELON**

- POST 24/55** : **DIRECTOR: FINANCIAL MANAGEMENT REF NO: G13/2023**  
Term: Subject to assumption of duty until 31 September 2026 (Fixed-Term Contract)
- SALARY** : R1 162 200 per annum (Level 13), (all-inclusive package), PSR 44 will apply for applicants already earning in the salary level.
- CENTRE** : Pretoria
- REQUIREMENTS** : A degree (NQF level 7 qualification) in Financial Management or related field. Specialisation in Public Finance Management will be an added advantage. A minimum of 8 - 10 years in the field of financial management, at least 5 years of which at a middle management level. Experience at Senior Management level in the public service will be an added advantage. Preference will be given to EE and Gender. Competencies required: Financial Management: Knowledge of financial management governance, risk management and auditing processes, including the design and management of internal control systems. Knowledge of the Sage Pastel Evolution and Caseware will be an added advantage. Legislative Knowledge: Knowledge of the Public Finance Management Act and regulations governing the management of finances in the public service, and any other National Treasury regulations, financial prescripts and generally recognised accepted practices governing the management and accounting of finance. Strategic Orientation: Strategic orientation is about taking a broad scale, long-term view, assessing options and implications. It demonstrates an intimate understanding of the capabilities, nature and potential of the department. It involves taking calculated risks based on awareness of social, economic, market and political issues, trends, processes and outcomes as they impact the strategic direction of the department and its linkages with the direction of government.
- DUTIES** : To manage the financial and management accounting functions as identified in the Public Finance Management Act, 1999 and the Treasury Regulations to ensure sound financial management of the GTAC. Financial Management

Operations, Budget, and Capacity Management: Manage and coordinate the development, implementation, maintenance and reporting on the Financial Management annual performance plan and performance indicators. Oversee and coordinate the forecasting, planning, implementation, and reporting on the GTAC budget. Manage and coordinate the capacity, productivity and performance of Financial Management staff including establishment of posts, recruitment of staff, development of performance plans, review of performance, development of competence and resolution of issues. Manage the Financial Management, office administration and assets management including planning, utilisation and auditing of office resources and assets, development, and implementation of the SOM document management system. Manage the preparation and production of Financial Management monthly, quarterly, and annual reports. Manage the month-end and year-end processes to draft Interim and Annual Financial Statements. Oversee and report on Donor funding. Financial Governance Framework Management: Manage the development, implementation, and maintenance of the GTAC financial management framework to meet legislative and regulatory prescripts relating to public finance management and accounting, asset management and payroll administration, and enable compliance to PFMA, GRAP, Treasury Regulations, the interim financial manual, Accounting Officer's Procurement Procedures, GTAC Financial Delegation. Manage the implementation of compliance to GTAC financial policies, procedures, delegations of authority, report and ensure that non-compliance issues are addressed, and recommendations made for amendments to processes and controls. Manage the production, implementation, capacity building and maintenance of budget forecasting methods and tools. Financial Risk and Audit Management: Oversee the Risk processes within the Finance Unit of GTAC. Liaise with internal and external auditors, including preparation and the implementation of corrective measures regarding audit findings. Financial Management Support and Stakeholder Relations: Serve as liaison officer between the clients, service providers and government departments and ensure compliance with financial information management prescripts. Support and give guidance to service providers and consultants on the Unit's payment process. Support and advice on resolution of financial queries.

**ENQUIRIES**

: Kaizer Malakoane Tel No: (012) 315 5442