

**SENIOR ADVISOR: PROVINCIAL TREASURY SUPPORT  
MUNICIPAL FINANCE IMPROVEMENT PROGRAMME (MFIP)**

**Three (3) year fixed term contract**

**Ref (G002/2017)**

**Salary: R898,743 – R1,058,691.00 per annum (All-inclusive package)**

**PRETORIA**

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**Purpose:**

To manage and support the capacity development of the provincial treasuries and to plan, coordinate and monitor the work programmes of the provincial treasury municipal advisors including: managing the budget; formulation of scope of work and specific project objectives; authorization of content, milestones and quality standards; evaluating the performance of all resources; leading, facilitating and oversight of policy and programme implementation; monitoring progress, evaluating impact and reporting as required.

**Key outputs:**

**The MFIP Senior Advisor: Provincial Treasury Support will be responsible for:**

- Directing the overall management, guidance and delivery of MFIP provincial technical advisors and assistance with the development and implementation of Programme work-plans and reporting structures;
- Contributing towards improved capacity of provincial treasuries and municipalities to implement the MFMA and replicate the processes institutionalized by the National Treasury, including:
  - Manage Programme activities in assisted provincial treasuries;
  - Assist in preparation of diagnostic assessment reports for the identification of potential areas of support within provincial treasuries;
  - Assist in the design of provincial treasury Programme work-plans in line with the respective “Province Specific Strategy”;
  - Bi-Monthly visits to provincial treasuries to discuss progress made and challenges/issues experienced;
  - Ad-hoc engagements and temporary placement at provincial treasuries to address specific technical issues, if required;
  - Monitor all provincial Programme activities towards implementation of “Province Specific Strategies”;
  - Collate reports from Advisors on Programme activities in provincial treasuries;
  - Undertake periodic Programme reporting as required;
  - Assist in providing input into NT strategic and corporate documents;
  - Assist in development of best practice guides and circulars;
  - Assist in maintaining library of documents arising from Programme activities;
  - Develop Terms of Reference for other Programme projects as required;
  - Serve on recruitment panels for contracting of advisors;
  - Provide advice on operations of all aspects of the Programme; and
  - Diagnostic assessment reports with clear conclusions and recommendations;
  - Monthly reviews of progress made;
  - Consolidated Monthly Reports on Programme status of provincial treasuries;
  - Quarterly Advisor Review Reports for individual provincial treasury Advisors;
  - Consolidated Quarterly Reports on Programme status of provincial treasuries;
  - Consolidated quarterly dashboard reports;
  - Bi-annual consolidated reports on provincial treasury visits;
  - Input into Annual Reports on all activities under the MFIP III; and
  - Monitoring systems as necessary;

**Requirements:** • A relevant NQF level 7 qualification. A postgraduate qualification will be advantageous. • At least 10 years’ senior management experience in developing and implementing public finance management reform initiatives, preferably within South Africa – including but not limited to: •public sector interventions, • financial recovery planning, • financial management, • revenue and expenditure controls, • revenue collection, •

infrastructure and asset management, • supply chain management, • budgeting, reporting, • internal audit, • risk management and business continuity planning.

Knowledge of South African government systems and processes, the local government legal framework and the role and responsibilities of National and provincial government within that framework. A thorough knowledge of the relevant constitutional provisions on support and interventions, capacity building, Municipal Finance Management Act, Municipal Structures Act, Municipal Systems Act, Property Rates Act, the Regulations on a Standard Chart of Accounts for local government and related reforms.

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The Government Technical Advisory Centre (GTAC) is an equal opportunity employer and encourages applications from women and people with disabilities. **Only South African Citizens** need apply. Applications should be accompanied by a duly completed Application for Employment (Z83), comprehensive CV and originally certified copies of qualifications and ID. Please forward your application, quoting the relevant reference number and the name of the publication in which you saw this advertisement, to the Recruitment Administrator: GTAC, e-mail address: [recruit@gtac.gov.za](mailto:recruit@gtac.gov.za) or hand deliver to National Treasury reception at 240 Madiba Street, Pretoria. Closing date is Monday, 23 January 2017 at 12h00, *no late applications will be accepted.*

Qualifications and SA citizenship checks will be conducted on all short-listed candidates and, where applicable, additional checks will be conducted. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA).

*If you have not received feedback from the GTAC within one (1) month of the closing date, please regard your application*

