

Intergovernmental Relations

Director: Systems and Operational Management (S047/2016)

Pretoria

Salary: from R864 177.00 to R1 017 972.00 per annum (all inclusive)

Purpose: To manage operational and grant finances, business processes and systems and provide general management support to the NDPG.

Requirements: Post graduate qualification in Accounting/ Commerce/ Business Administration. • 6-8 years' experience in support services and/or general management within the public service • Expertise in financial management • Experience and knowledge of grant fund management • Knowledge of process engineering • Knowledge and experience of municipal service delivery challenges and legislation (including knowledge about the Public Finance Management Act, the Municipal Finance Management Act and other related Treasury instruments) • Knowledge of the workings of government departments and related institutions.

Key outputs: Operations: Develop operational targets and manage communication on operations compliance within agreed service level agreements and manage resolutions of stakeholder concerns • Manage the operational budget and its compliant utilisation and allocation and Identify the risks and implement risk mitigation strategies with regard to financial management • **Grant Management:** Manage the grants and their compliant utilisation and allocation within the NDPG • Manage financial procedures in compliance with legislator or procedural requirements pertaining to PFMA and tax legislation • **Business Process Optimisation and system enhancement:** Develop and maintain business processes that support the roll out of the NDP strategy and ensure effective and efficient operations • Manage and maintain a Management Information System to assist the unit in data capturing and reporting towards the effective implementation of a Knowledge and Information function • **Systems and Operational Strategy:** • Contribute to the development of the NDP strategy, operational approach and budget • Provide NDPU Senior Managers with financial input, context and recommendations that will support the development of the Operations business plans and organisational strategy in line with political, economic, social, technological, environmental and legislative influences by the agreed deadline

Applications may be sent via e-mail to recruit.igr@treasury.gov.za closing date: 21 March 2016 at 12:00.

The National Treasury is an equal opportunity employer and encourages applications from women and the disabled in particular. Our buildings are accessible to disabled persons.

Applications should be accompanied by a 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: National Treasury, Private Bag X115, Pretoria 0001 or to the e-mail address mentioned. 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 National Treasury within 1 month of the closing date, please regard your application as unsuccessful.