

CHIEF FINANCIAL OFFICER

Salary: R1 275 114 per annum. (All Inclusive Package)

Please Note: This is a fixed term position until 31 March 2025

(Directly linked to the term of the Accounting Authority)

The Public Service Sector Education and Training Authority is in the process of repositioning itself and aligning the new strategy with existing legislative and governance mandate. It therefore requires the services of a suitably qualified **Chief Financial Officer**. The successful applicant will be based in PSETA offices in Hillcrest, Pretoria and will report operationally to the Chief Executive Officer (CEO).

Job purpose:

To assist the accounting officer and the Accounting Authority in discharging the duties that relate to the effective financial management, including the exercise of sound budgeting and budgetary control practices; the operation of internal controls and the timely production of financial reports. The incumbent will oversee the finance and supply chain management unit.

The successful incumbent will perform, inter alia, the following key performance areas:

1. Strategic Leadership

- Assist CEO with the development of strategic plan and set comprehensive goals for performance and growth to ensure compliance with the relevant National frameworks as directed.
- Oversee and lead the budgeting process in compliance with National Treasury guidelines and to monitor the utilisation of budgets within the organisation

- Oversee and lead in the development and monitoring of the implementation of finance policies and procedures in line with PFMA and Treasury Regulations in order to ensure compliance and promote sound financial management
- Oversee the preparation and submission of monthly, quarterly financial reports as well as annual financial statements to the Accounting Authority
- Oversee the development of policy and procedure manuals to ensure effective management of finance and supply chain.
- Oversee the implementation of Supply Chain Management regulations, prescriptive and processes.
- Advise the CEO and Accounting Authority on all matters that may have adverse financial implications for the organisation.

2. Governance

- Oversee and manage compliance with International Financial Report Standards (IFRS), Public Finance Management Act (PFMA), Treasury Regulations, Guidelines, and other applicable prescripts.
- Quality assure submissions to the CEO's Office and ultimately the Board structures.
- Manage and guide in compliance with Section 51 of the PFMA to prevent fruitless, wasteful, and irregular expenditure.
- Ensure that all action plans are in place to and monitor progress against these plans regularly.
- Lead and participate on internal and external audit processes to ensure that there are no repeated findings specific to the Finance environment and corrective actions are implemented accordingly.
- Oversee the overall compliance with the legislative and regulatory framework pertaining to the PSETA.
- Establish, implement, and maintain financial management structures and systems.
- Monitor the operation of the accounting systems, controls, and procedures in order to ensure the integrity of the financial information
- Oversee and manage the supply chain management processes and procedures to ensure compliance with the relevant legislation.

3. Stakeholder Management

- Strategically liaise with the Auditor General, National Treasury and DHET and other bodies which set financial standards to ensure effective compliance with the relevant legislation.
- Build, foster and strengthen relationship between the Accounting Authority, Management, the DHET and other relevant stakeholders.

- Represent the SETA at strategic forums and maintain constant communication with all interested parties within and outside the sector.
- Manage engagements with assurance providers / all stakeholders including responding to matters raised.

EDUCATION AND EXPERIENCE:

- A Postgraduate degree in Finance and / or Accounting (NQF8) or equivalent qualification
- A Chartered Accountant qualification (CA) will be an added advantage
- 7 to 10 years senior and executive management experience as well as experience in the field of finance, supply chain management and Auditing.
- An excellent knowledge of Accounting principles and flair for figures is essential. Must have a good knowledge of the Public Finance Management Act, International Financial Report Standards, Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000), National Treasury guidelines, King IV report on Corporate Governance as well as other relevant legislation within the public sector.

KNOWLEDGE, SKILLS AND ATTRIBUTES: Strategic leadership and management * Business planning and design, Performance measurement, Financial accounting, Management accounting, Internal control, Internal and external audit, Information systems, Negotiation skills, Communication skills, Analytical skills, Good interpersonal skills, stakeholder management principles.

All interested candidate to submit your application, a detailed CV and motivation for your appointment to the Human Resource Department via e-mail to recruitcfo@pseta.org.za.

Enquiries: Mr Johnny Ndala

Email: Johnnyn@pseta.org.za / Call: 012 423 5700

Closing Date: 12 March 2021

PSETA is a listed public entity and all appointments are in line with employment equity legislation and practices. If you have not heard from us within two months after closing date, kindly accept that your application was unsuccessful. **PSETA reserves the right not to make an appointment.**

Designated groups are encouraged to apply (Youth, Women and People with disabilities)

Recommended candidates will be subjected to competency assessment, security vetting and financial disclosure.

