

Free State Provincial Government is an equal opportunity affirmative action employer. It is our intention to promote representativity (race, gender and disability) in the Province through the filling of these posts and candidates whose appointment/promotion/transfer will promote representativity will receive preference.

## DEPARTMENT OF PUBLIC WORKS

**Directions to applicants**  
Applications must be submitted on form Z.83, obtainable from any Public Service Department and must be accompanied by certified copies of qualifications (a transcript of results must be attached), driver's license, identity document and a C.V. (Separate application for every vacancy). Applicants are requested to complete the Z83 form properly and in full. Qualification certificates must not be copies of certified copies. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and must please attach proof of the level of their qualifications after evaluation on all applications. No e-mailed or faxed applications will be considered. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their application was unsuccessful.

**APPLICATIONS FOR THE DEPARTMENT OF PUBLIC WORKS TO BE SUBMITTED TO:** Head: Public Works, P.O. Box 7551, Bloemfontein 9300 or Applications that are hand delivered must be brought to the Foyer of Lebohang Building where they must be placed in the appropriately marked box at: Security Ground Floor, Lebohang Building, St. Andrews Street, Bloemfontein. NO APPLICATIONS WILL BE ACCEPTED BY STAFF IN OFFICES IN THE BUILDING. **CLOSING DATE: 20 FEB 2012**

### CHIEF DIRECTOR: PROPERTY MANAGEMENT REFERENCE NO: PW 12/01

**SALARY:** SMS Level 14 – An all-inclusive package of R830 502.00.00 per annum. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance.

**CENTRE:** BLOEMFONTEIN  
**REQUIREMENTS:**  
Bachelor's degree or equivalent qualification augmented by an extensive management background; Driver license (code B); Appointment is subject to the following: SMS Competency Assessments, Performance Agreement, Vetting, SMS Contract and Annual Financial Disclosure;  
**DUTIES:**  
To oversee, plan, and coordinate the strategic management of immovable properties of the province which includes provision of accommodation for all provincial departments and other government institutions as well as acquisition and disposal of land and property. Oversee the implementation of the strategic direction of property related issues to ensure alignment with departmental business plan and strategy plan. Oversee the development and maintenance of the property management strategic plan and policies. Strategically manage the acquisition, registration and disposal of provincial land and property. Formulate and maintain integrated information systems on all properties. Manage the development and maintenance of the immovable asset and debtors registers. Oversee the management of the lease and rental of property including the management of contracts. Co-ordination of property maintenance services including the cleaning and gardening services. Assist in identifying revenue growth opportunities within government properties and optimize the operational expenditure. Formulate and manage the chief directorate's budget against its strategic financial objectives. Manage the human, financial and other resources allocated to the Chief Directorate.

**ENQUIRIES:** Me MME Nthongoa (Tel: 051 405 4692)

### DIRECTOR: FINANCE REFERENCE NO: PW 12/02

**SALARY:** SMS Level 13 – An all-inclusive package of R685 200.00 per annum. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance.

**CENTRE:** BLOEMFONTEIN  
**REQUIREMENTS:**  
A Bachelor's degree in Accounting/Economics/Commercial/Business Administration. Managerial experience in the implementation of PFMA and Treasury Regulations and other related legislation. Driver license (code B). Advanced knowledge of spreadsheets. Appointment is subject to the following: Performance Agreement, Vetting, SMS Contract and Annual Financial Disclosure.  
**DUTIES:**  
Ensure sound accounting practices in the Department. Ensure the maintenance of accurate accounting records in the Department. Manage the successful implementation of a debt management, payroll, and Bank Account functions in the Department. Monitor and advise the CFO and HOD on the optimal implementation of revenue resources. Develop and ensure the effective implementation of Departmental Accounting Policies. Monitor and advise the CFO and HOD in regard to the utilization of the housing grant. Facilitate the compilation of the Annual Financial Statements. Plan, manage and co-ordinate all resources in the Directorate. Advise Senior Management, the CFO and the HOD on the compilation of the budget of the Department. Ensure advice, monitor and implement structures on the financial systems. Manage and report on the monthly cash flow of the Department. Ensure that corrective measures are taken to improve budget spending in the Department. Evaluate financial information and advise the CFO and HODS. Monitor and evaluate compliance reporting in terms of the various acts applicable in the Department. Monitor, evaluate and report in terms of the various Auditor General Reports. Develop and ensure the effective implementation of Departmental Budget Policies. Identify and monitor financial capacity training needs and facilitate training.. Manage the human, financial and other resources allocated to the Chief Directorate.

**ENQUIRIES:** Me Mosa Tlali, Chief Financial Officer (Tel: 051 403 3657)

### DIRECTOR PROPERTY PORTFOLIO REFERENCE NO: PW 12/03

**SALARY:** SMS Level 13 – An all-inclusive package of R685 200.00 per annum. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance.

**CENTRE:** BLOEMFONTEIN  
**REQUIREMENTS:**  
Applicants must be in possession of a Bachelor's degree or equivalent qualification in Property/Town Planning/Real Estate or an equivalent qualification in management sciences. Appropriate experience in the Property industry. Managerial experience. Driver's license. Appointment is subject to the following: SMS Competency Assessments, Performance Agreement, Vetting, SMS Permanent Employment Contract and Financial Disclosure  
**DUTIES:**  
Provide strategic direction and management of property facilities and maintenance services in terms of GIAMA. Conducting the property portfolio analysis which

include financial analysis, risk assessments, and demand analysis. Strategic management of the immovable asset portfolio in accordance with GIAMA. Maximise the efficiency of the government property portfolio. Management of the utilization of office accommodation and maintenance of government buildings. Provision of acquisition support. Submission of all statistical monthly reports to the management. Compilation of budgets for accommodation repairs and refurbishment as well as day-to-day maintenance of lease properties. Financial control over expenditure. Liaison with client departments and also building owners and lease administrators to ensure client satisfaction. Managing the human capital and other resources in the Directorate.

**ENQUIRIES:** Me MME Nthongoa, Head of Department, Telephone number: 051 405 4692

## DEPARTMENT OF POLICE, ROADS AND TRANSPORT

**Directions to applicants**  
Applications must be submitted on form Z.83, obtainable from any Public Service Department and must be accompanied by certified copies of qualifications (a transcript of results must be attached), driver's license, identity document and a C.V. (Separate application for every vacancy). Applicants are requested to complete the Z83 form properly and in full. Qualification certificates must not be copies of certified copies. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and must please attach proof of the level of their qualifications after evaluation on all applications. No e-mailed or faxed applications will be considered. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their application was unsuccessful.

**APPLICATIONS FOR THE DEPARTMENT OF POLICE, ROADS AND TRANSPORT TO BE SUBMITTED TO:**  
Head: Police, Roads and Transport, P.O. Box 119, Bloemfontein 9300 or delivered by Hand at Med-fontein Building, St Andrew Street Bloemfontein  
**CLOSING DATE: 24 FEB 2012**

The following should be noted  
(a) The appointment of the successful candidate is subject to signing of the performance agreement, SMS Contract, Financial Disclosure and vetting.  
(b) All successful candidates must be in possession of a valid driver's license (code B) without any endorsements

### DEPUTY DIRECTOR GENERAL: POLICE, ROADS AND TRANSPORT REFERENCE NO: FS PR&T/01/12

**SALARY:** Level 15- An all inclusive salary package of R1 043 586.00 per annum The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance.

**CENTRE:** Bloemfontein  
**REQUIREMENTS:**  
This position calls for a seasoned creative senior manager with proven leadership and strategic planning and management skills, who is fully professionally qualified, with delegation attributes, proven project management skills, well established experience in a Roads and or Transport environment, with sound financial management and major financial planning skills, as well as communication, negotiation, influencing and motivational skills, coupled with extensive experience at management level.

Applicants must preferably be in possession of a recognized degree or equivalent or registration as an engineer with an extensive management and engineering background. The applicant must have insight, knowledge and background in Policy and Strategy development as well as in the implementation of policies & directives; public speaking and presentation skills are also required. Good knowledge of governing legislation, directives and government policies; Working knowledge of supply chain management and BBBEE principles and directives with regard to contract administration; Ability to relate to challenges facing the Roads and Transport Branch. Computer literacy in Windows XP, MS Office Professional, MS Project/ PROMAN will be a strong recommendation.

**DUTIES:**  
Provide overall strategic management of the branch relating to the roads and transport budget programmes; Oversee the functioning of provincial transport and tax i duty; Provide strategic management in the development of infrastructure and maintenance of provincial roads. Provide strategic vision to ensure a safe road traffic environment Monitor the attainability and sustainability of performance standards as reflected in departmental strategic thrusts. Monitor and evaluate the implementation of strategic organizational and operational plans and policies of the branch. Provide strategic direction in respect of utilization and development of human capital. Ensure that financial resources and designated funds are optimally managed.

**ENQUIRIES:** Mr S Msibi. Tel: 051409 8737

### CHIEF FINANCIAL OFFICER: POLICE, ROADS AND TRANSPORT REFERENCE NO: FS PR&T/02/12

**SALARY:** Level 14 - An all-inclusive salary package of R830 502.00 per annum. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance.

**CENTRE:** Bloemfontein  
**REQUIREMENTS:**  
The candidate must be in possession of an appropriate degree or equivalent in financial or business management / administration. The applicant must have advanced financial analytical skills, knowledge of the financial prescripts of the Public Service, proven management and people skills. A further knowledge of PERSAL and BAS would be a distinct advantage. Project management and related skills.

**DUTIES:** Develop, implement and maintain appropriate financial systems, framework and mechanisms to manage financial information. Provide technical advice to the Accounting Officer with regard to finance and other related activities. Ensure that the financial resources and assets of the Department are utilized effectively and economically to realize the objectives of the Strategic Plan. Ensuring that all conditional grants and donor funds are properly managed and financial reports prepared. Provide technical advice to Line Managers to ensure the equitable allocation, maintenance and effective utilization of resources in line with the Strategic Objectives of the Department, legislative imperatives and good governance arrangements. Meet the reporting requirements and standards under the PFMA, Division of Revenue Act and financial statements. Ensure adequate internal financial control arrangements and systems for the accountable delegation of financial powers, asset security, monitoring, evaluation, early warning and timely corrective action. Assist the Accounting Officer by applying cost benefit analysis principles assuring value for money. Oversee the budgetary process

within the Department, exercise budgetary control and provide at a strategic level early warning arrangements. Develop and facilitate the implementation of the Supply Chain Management System consistent with legislative and other good governance arrangements. Oversee the preparation and submission of the annual financial statements and liaison with the Auditor-General in this regard. Assist with the implementation of the Division of Revenue Act. Liaise with the relevant role-players within the three spheres of government in the financial environment regarding transversal financial and corporate governance matters.

**ENQUIRIES:** Mr S Msibi. Tel: 051409 8737

### CHIEF DIRECTOR: ROADS REFERENCE NO: FS PR&T/03/12

**SALARY:** Level 14- An all inclusive salary package of R830 502.00 per annum. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance.

**CENTRE:** Bloemfontein  
**REQUIREMENTS:**  
The candidate must be in possession of an appropriate recognized Bachelor degree or equivalent qualifications. The applicant must have insight, knowledge and background in Policy and Strategy development as well as in the implementation of policies & directives.

Project management, analytic skills and knowledge in roads design, construction and maintenance activities. Advanced, strategic and visionary leadership skills. An extensive knowledge of (1) Public Sector legislation, policies and procedures, (2) a pavement and roads maintenance costing system and (3) Expanded Public Works Program is recommended and added advantage.

**DUTIES:** Manage the overall departmental budget programme. Compile and implement a Provincial Roads Infrastructure Plan to promote accessibility, mobility and safety. Ensure the implementation of policies that stimulate socio-economic growth as applicable to roads and transport infrastructure. Oversee the planning and designs for the road and transport network; Oversee the planning and execution of geometric and structural designs of roads and bridges. Manage the construction and maintenance of bridges, paved and unpaved roads through timeous preventive actions. Oversee programmes relating to the upgrading of critical safety-related items within the road reserves. Ensure the constant liaison with the Government Garage and Fleet Management. Oversee the budget, human and other resources allocated to the chief directorate.

**ENQUIRIES:** Mr S Msibi. Tel: 051409 8737

### CHIEF DIRECTOR: ROAD TRAFFIC MANAGEMENT REFERENCE NO: FS PR&T/04/12

**SALARY:** Level 14- An all inclusive salary package of R830 502.00 per annum. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance.

**CENTRE:** Bloemfontein  
**REQUIREMENTS:**  
The candidate must be in possession of an appropriate recognized degree or equivalent qualifications. The applicant must have insight, knowledge and background in Policy and Strategy development as well as in the implementation of policies & directives; Good knowledge of governing legislation, with special focus on the Road Traffic Act & National Transport directives and initiatives, as well as transversal government policies; Specific knowledge of Traffic Safety, Transport Management. Broad working knowledge required to effectively apply supply chain management principles and directives with regard to acquiring expensive equipment, government labour saving devices and subsidized vehicles; Ability to relate to challenges facing FS Provincial Traffic and Public Transport Industry.

**DUTIES:** Co-ordinates the execution of traffic management, road safety, transport and revenue collection in all the districts. Implement AARTO and all Road Traffic Acts in the province. Combat fraud and corruption within the province. Assist with the promotion of compliance of public transport Act. Develop, implement and monitor the passenger transport policy. Oversee the budget, human and other resources allocated to the chief directorate.

**ENQUIRIES:** Mr S Msibi. Tel: 051409 8737

### DIRECTOR: ROADS CONSTRUCTION AND MAINTENANCE REFERENCE NO: FS PR&T/05/12

**SALARY:** Level 13- An all inclusive salary package of R685 200.00 per annum. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance.

**CENTRE:** Bloemfontein  
**REQUIREMENTS:**  
The candidate must be in possession of an appropriate recognized degree or equivalent qualifications. Project management, analytic skills and knowledge in roads construction and maintenance activities is critical. Extensive knowledge of legislation, policies and procedures in respect of the Public Service. Advanced skills in writing, communication, facilitation, co-ordination and presentation. Knowledge of roads maintenance costing system (added advantage). Knowledge of the Expanded Public Works Program.

**DUTIES:** Provide direction and management in respect of road construction and maintenance activities. Provide high-level expertise and leadership in respect of design, maintenance and road construction capital projects. Oversee the adherence of the legal and environmental requirements in all matters of road construction projects, as well as provision of advice and guidance to personnel, consultants and contractors regarding the implementation of all relevant acts, working procedures and construction methods. Render expert professional and technical guidance to Chief Engineers, Regional Engineers, Technicians and Road Superintendents to ensure quality control and optimal utilization of road building material and resources during maintenance as well as road construction capital projects. Oversee the compilation of the district operational business plans in respect of road maintenance and construction activities, as well as monitoring the expenditure per activity in road maintenance; strategic management of the pavement management systems and gravel management systems as per the legislative framework. Monitor and evaluate pavement performance on all provincial roads, which entails the co-ordination of preventative maintenance programs regarding the conditions of roads in order to address rutting, cracking, potholes, etc. Liaise with the Road Building Equipment component on the availability of the mechanical plant. Provide reports to the Chief Director Roads on the performance of all road related activities taking place in all districts. Manage the procurement of roads maintenance material as required in all districts. Ensure the effective management of the budget and other resources of the directorate.

**ENQUIRIES:** Mr S Msibi. Tel: 051409 8737

### DIRECTOR: INTERNAL AUDIT REFERENCE NO: FS PR&T/06/12

**SALARY:** Level 13 - An all inclusive salary package of R685 200.00 per annum. The remuneration package consists of the basic salary, the Government's

contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance.

**CENTRE:** Bloemfontein  
**REQUIREMENTS:**  
An appropriate degree or equivalent NQF level 6 qualifications with exposure to an internal auditing background. Managerial experience. Excellent written and verbal communication skills. Driver's license (code B). Registration with SA Institute of Internal Auditor will be a strong recommendation. Report writing and communication skills. Knowledge of the Public Finance Management Act, 1999 and Treasury Regulations. Knowledge of internal audit standards. Computer skills (MS Word, Excel, Power-point, etc)

**DUTIES:** Prepare a rolling three-year strategic internal audit plan based on its assessment of key areas of risk for the institution. Evaluate the effectiveness of the departmental risk management strategy and implement the annual internal audit plan. Prepare a quarterly report to the departmental Audit Committee with performance details. Review and appraise the soundness, adequacy and application of the accounting, financial and operating controls that comprise the internal control system of the Department. Recommend necessary improvements in the internal control system where controls have been found to be malfunctioning, insufficient or nonexistent. Review the timeliness and appraising the effectiveness of corrective actions. Develop an effective and professional relationship with the Auditing Committee and external auditors. Develop, implement and maintain anti-corruption strategies in the Department. Co-ordinate activities of the Internal Audit component with others so as to best achieve the objectives of the Department

**ENQUIRIES:** Mr S Msibi. Tel: 051409 8737

### DIRECTOR: HUMAN RESOURCE MANAGEMENT REFERENCE NO: FS PR&T/07/12

**SALARY:** Level 13- An all inclusive salary package of R685 200.00 per annum. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance.

**CENTRE:** Bloemfontein  
**REQUIREMENTS:**  
An appropriate degree or equivalent qualifications. A 3 years' relevant managerial experience in an HR environment. Insight into legislation and other prescripts, which impacts on human resources management. A thorough understanding of Public Sector policy analysis, formulation and interpretation. Advanced skills in writing, communication, facilitation, co-ordination and presentation. An understanding of the Public Service Regulatory Framework.

**DUTIES:** Development and facilitate the implementation of Human Resource Management Policies, Regulations, Practices and Procedures. Develop and maintain Human Resource Planning and resource in line with the strategy of the department. Provide effective and efficient Human Resource practice, Administration and capacity development. Develop partnerships and network with relevant stakeholders. Manage resources (Human, Financial and Physical)

**ENQUIRIES:** Mr K Mhetoa. Tel: 051 403 3025

## DEPARTMENT OF TREASURY

**Directions to applicants**  
Applications must be submitted on form Z.83, obtainable from any Public Service Department and must be accompanied by certified copies of qualifications (a transcript of results must be attached), driver's license, identity document and a C.V. Applicants are requested to complete the Z83 form properly and in full. The reference number of the advertised post should be stated on the Z.83. Candidates will also be subjected to a competency assessment as well as a practical test. Qualification certificates must not be copies of certified copies. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and must please attach proof of the level of their qualifications after evaluation on all applications. No e-mailed or faxed applications will be considered. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their application was unsuccessful.

**CLOSING DATE: 20 FEB 2012**

### MANAGER: MUNICIPAL ACCOUNTING (2 posts) REFERENCE NO: FSPT 001/12

**SALARY:** LEVEL 11 – An all inclusive salary package of R 434 505 per annum

**CENTRE:** BLOEMFONTEIN  
**REQUIREMENTS:** Bachelor degree with Accounting as a major subject. Three years appropriate experience in an accounting environment at an Assistant Manager's level. Ability to compile financial statements. Completed Articles will serve as an added advantage. Valid driver's license.

**DUTIES:**  
Manage and ensure optimal utilization of resources (human, physical and financial). Monitor, assist and guide municipalities with the submission of mandatory information, i.e. AFS, Annual Reports and Remedial Action Plans. Provide guidance relating to the interpretation of accounting standards, frameworks, accounting policies, etc. Support and monitor the implementation of GRAP in municipalities. Issue guidelines on annual financial reporting cycles and procedures. Monitor the implementation of legislative resolutions. Monitor the management of assets and liabilities in municipalities. Provide / facilitate training on accounting standards, frameworks, etc.

**ENQUIRIES:** Mr. L Moduane Telephone number: 051 4055094

### ASSISTANT MANAGER: MUNICIPAL ACCOUNTING (2 posts) REFERENCE NO: FSPT 002/12

**SALARY:** LEVEL 9 – A basic salary of R 221 058 per annum.

**CENTRE:** BLOEMFONTEIN  
**REQUIREMENTS:** Three year degree/ diploma with Accounting as a major subject. At least two years experience in an Accounting environment. Ability to compile financial statements. Valid driver's license.

**DUTIES:**  
Monitor, assist and guide municipalities with the submission of mandatory information, i.e. AFS, Annual Reports and Remedial Action Plans. Provide guidance relating to the interpretation of accounting standards, frameworks, accounting policies, etc. Support and monitor the implementation of legislative resolutions. Monitor the management of assets and liabilities in municipalities. Facilitate training on accounting standards, frameworks, etc.

**ENQUIRIES:** Mr. L Moduane Telephone number: 051 4055094

**APPLICATIONS FOR THE DEPARTMENT OF FREE STATE PROVINCIAL TREASURY TO BE SUBMITTED TO:**  
The Free State Provincial Treasury, Private Bag X 20537, Bloemfontein, 9300. Attention: Ms. M Moalosi, Provincial Government Building, Tel No: (051) 405 5262 or deliver by hand to Ms. Moalosi in Room 426(b), Provincial Government Building, Bloemfontein.

# Welcome to the Heart of Freedom

