



SOUTH AFRICAN DIAMOND AND  
PRECIOUS METALS REGULATOR

The South African Diamond and Precious Metals Regulator (SADPMR) is established in terms of Section 3 of the Diamonds Amendment Act, 2005 (Act 29 of 2005). Its aim is to regulate the industry, to ensure that the diamond resources and precious metals of the Republic are exploited and developed in the interest of the people of South Africa, to promote equitable access to local beneficiation and to ensure compliance with the Kimberly Process Certification Scheme. SADPMR invites self-motivated and suitably qualified individuals who wish to stand out in their field to apply for the following vacancy: -

**Chief Financial Officer (CFO) (Ref.2022/02/01)**  
**Department: Office of the Chief Financial Officer**  
**Salary Negotiable (All Inclusive package)**

**Purpose of the job:** To assist the Chief Executive Officer in discharging the duties prescribed in Part 2 of Chapter 6 of the Public Finance Management Act (PFMA). Oversee the organization's financial activities and serve in a strategic advisory role for the CEO.

**Qualification:** Minimum requirements – Four (4) year Degree/B-Tech (NQF level 8) in Financial Management and/or Accounting. A Masters Degree in Finance-related fields and/or Registration as a Chartered Accountant will be an added advantage. This should be coupled with relevant Senior Management experience in the areas of finance and Supply Chain Management.

**Skills and abilities:** A track record in preparation and management of strategic plans, business plans and budgeting. Ability to implement internal systems and controls to ensure sound financial management skills management. Broad knowledge of Government development objectives. Proven Leadership and strategic management skills. As well as project management skills. Advanced policy development and analysis skills. High level negotiation skills. Well-developed financial, analytical and problem-solving skills. Good communication skills (verbal and written) and interpersonal skills. Ability to work under pressure and meet deadlines.

**Knowledge:** Public Finance Management Act (PFMA), National Treasury rules and regulations, King IV Report on Corporate Governance, Prompt response to Accountability and Compliance Issues and Mandates of the Board. Capacity to Plan, Organize, Control resources to the benefit of the organization. Demonstrate advanced understanding of institutional governance systems including performance management, fiscal discipline, Supply Chain Management Regulations and Preferential Procurement Policy, and Financial Accounting Principles of GAAP\GRAP.

**Key Responsibilities: Providing leadership, direction and management of the finance and accounting team:** Provide leadership in the development for the continuous evaluation of short and long-term strategic financial objectives, and ensure that internal financial targets and budgets are fully consistent with the SADPMR Strategic plan and relevant agreements with government. Establish and maintain appropriate systems and policies to ensure effective and efficient management of financial resources and assets. Oversee and account for the implementation of national and generally accepted accounting norms and standards. Identify and manage the financial, human and equipment resources of the division required to optimally support the implementation of the Annual Performance Plan. Develop assessment models to analyses resources allocation to enable the Accounting Officer to allocate resources in line with strategic objectives.

**Strategic support:** Provide strategic support the Chief Executive Officer (CEO) and other Senior Managers in the execution of their functions in terms of the Public Finance Management Act, 1999, the Treasury Regulations, Treasury Practice notes and King IV report. Develop tools and systems to provide critical financial and operational information to the Chief Executive Officer and make actionable recommendations on both strategy and operations. Provide timely and accurate financial and operational information necessary for strategic decision making. Participate in EXCO, management meetings and other policy discussions.

**Managing processes for financial forecasting and budgets and overseeing the preparation of all financial reporting:** Compile budget estimates, monthly forecasts, project planning and produce adjusted cash flow; Ensure that Quarterly and Annual financial statements are compiled and submitted timeously in accordance with applicable standards and legislative requirements. Formulate creative solutions to enhance cost effectiveness and efficiency in the delivery of the services and the administration of the SADPMR; Manage activities pertaining to: Financial Transaction Processing and Reporting Services, Supply Chain Services, Asset Management Services, Third Party Funds, Costing, Budget Management and the standardisation of processes, norms and standards. Develop and maintain an integrated accounting and financial management systems, financial reporting and internal control. Be responsible for exercising proper budgetary control.

**Advising on long term and short-term financial planning:** Manage Financial Information and respond to changing needs for financial information and system; Monitor financial risks and implement anti-fraud and corruption strategy in collaboration with Risk Management discipline. Manage SADPMR revenue and expenditure in accordance with the PFMA. Coordinate and manage departmental processes to identify areas of inefficient and/or wasteful expenditure/utilization of resources and facilitate strategic decision-making processes to endure corrective action.

**Stakeholder engagement and management:** Manage relations with internal and external stakeholders to promote objectives of the organisation. Ensure that the needs of organisational stakeholders are prioritized and managed including the Board of Directors, Department of Mineral Resources and Energy (DMRE), Minister of DMRE and Parliament. Work as part of a team with managers and peers to discuss issues, coordinate activities, or resolve problems.

**A detailed CV, certified copies of qualifications and ID must be forwarded to [jobs@sadpmr.co.za](mailto:jobs@sadpmr.co.za).**

**Enquiries: Mr J Morole / Ms Z Mpofu**

**Tel: 011 223 7000**

**Closing date: 25 February 2022**

Applications from candidates in the affirmative action categories are particularly encouraged to apply. It is the responsibility of applicants with foreign qualifications to have such verified by SAQA. Suitable candidates will be subjected to Security Vetting, Personnel Suitability Checks (criminal record, citizen, credit record checks, qualifications and employment verification as well as competency assessment). Late and incomplete applications will not be considered.

**NB:** If you do not hear from us within 03 months after the closing date, please consider your application unsuccessful. The employer reserves the right not to make appointment(s) to the advertised post(s).