



**SOUTH AFRICAN TOURISM**

## **Job Advertisement**

### **Chief Finance Officer**

#### **5 YEAR FIXED TERM CONTRACT**

A role exists at South African Tourism to provide strategic and oversight support to the CEO in the key areas of Financial and Budgetary Management, Supply Chain and Asset Management. The role also provides strategic leadership and direction to the Finance business unit of SA Tourism.

This vacancy is based at South African Tourism's Home Office in Sandton. This position reports to the Chief Executive Officer and is a Board appointment

If you possess the required skills, and experience and are an energetic team player interested in joining a dynamic organisation committed to developing a better South Africa, we invite you to apply.

#### **Key Outputs:**

##### **Strategy Planning and Execution**

- Provide advice and guidance into the financial aspects of SA Tourism's strategic plan and Annual Performance Plan (APP) and ensure translation into the finance business unit's annual strategic and operational plan;
- Oversee and manage the development and implementation of business unit operational plans for SAT from a financial perspective (e.g. Strategic Financial, Annual Performance, Operational, and Procurement Plans);
- Ensure SA Tourism's strategic plans are consistent with relevant legislation and frameworks (e.g. the MTEF, PFMA, Treasury Regulations);
- Support the CEO and other business unit heads in the execution of their functions in terms of the PFMA and National Treasury Regulations etc;
- Compile delegations of authority in respect of financial, administration and procurement matters of SA Tourism;
- Measure and monitor achievement of strategic objectives of the Business Unit and take corrective actions where required;
- Build organisation wide commercial competence to effectively manage the organisational budget and resources.

##### **Financial Management**

- Oversee, manage and report on the execution of all duties implicit and implied in the PFMA and National Treasury regulations as they relate to financial management and administration;
- Experience in having turned around companies or organizations with adverse audit report history;
- Track record in leading a public entity towards consecutive unqualified external audit reports;

- Provide oversight and management of capital expenditure policies and procedures;
- Establish and maintain the financial management and administration system and ensure strict control measures are in place to mitigate risks;
- Oversee and manage Payroll processing function.

#### **Financial reporting and budgeting**

- Oversee SA Tourism's budget allocations, the process and related financial activities;
- Ensure measurable outputs are specified in SA Tourism's organisational budget;
- Ensure sound budgetary control and expenditure management practice across the business;
- Oversee the allocation of funds in alignment to SA Tourism strategic direction;
- Manage the business forecasting and expenditures for the financial year;
- Provide guidance and advice around MIF strategy implementation;
- Develop and oversee the execution plans to establish procedures facilitating effective performance monitoring, evaluation and corrective action in respect of financial services;
- Lead annual, quarterly, monthly and ad-hoc financial reporting processes (both internal management reporting and external reporting).

#### **Supply chain and asset management**

- Oversee, manage and report on the execution of all duties implicit and implied in the PFMA and National Treasury regulations as they relate to supply chain management, asset management and logistical administration services;
- Establish and maintain the procurement system and ensure strict control measures are in place to mitigate risks;
- Maintain South African Tourism's asset register;
- Oversee, manage and report on all service provider performance against contract/SLA agreements across the business units.

#### **Qualifications and Experience**

- B. Com Financial Accounting Honours Degree or equivalent;
- Registration with SAICA as CA (SA);
- Master's in Business Administration (MBA) or Financial Management will be a definite added advantage;
- Minimum 10 years in executive financial management role;
- Minimum 10 years' experience in managing the Finance function in a public entity;
- Minimum 10 years experience in managing the Finance function of an entity within the tourism sector will be an added advantage;
- Experience in having turned around companies or organizations with adverse audit report history

#### **Knowledge and Understanding**

- Government priorities and imperatives;
- Business Events/Tourism Management
- Government priorities and imperatives
- Legislation and regulations that govern the Public Service e.g. the Public Service Act
- The PFMA and regulations, and other relevant legislation - e.g. the National Strategic Intelligence Act; the National Archives of South Africa Act; the Promotion of Access to Information Act
- Performance monitoring, evaluation and reporting frameworks, systems and processes

- Relevant legislation and regulatory requirements namely PFMA, Treasury Regulations and Frameworks on performance information and strategic plans
- Communications and information management legislative requirements.
- All Public Service systems.

## Qualities

- Attention to detail;
- Critical thinking;
- Innovative forward thinker;
- Strategic thinker;
- Ethical;
- Excellent interpersonal relations;
- Customer focus;
- Excellent negotiation and mediation skills;
- A team player;
- Excellent written and oral communication skills;
- Problem-solving skills.

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Detailed CV and cover letter to be sent to : [hr@southafrica.net](mailto:hr@southafrica.net)  
Closing date : 7 March 2023

**South African Tourism is an equal opportunity employer. Applications from persons living with disabilities are encouraged.**

**Should you have not heard from us within two weeks after submitting your application, kindly consider your application unsuccessful.**

**No late applications will be accepted.**