higher education & training
Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

Central Office
P O Box 2364
Port Shepstone, 4240
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ESAYIDI
TVET COLLEGE
SOUTHERN KZN REGION

DEPARTMENT OF HIGHER EDUCATION AND TRAINING
(ESAYIDI TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING)

*Esayidi Technical Vocation Education and Training is an Equal opportunity employer inviting applications from suitable experienced applicants for this **Twelve Months Renewable Contract Post – External Advert***

POST REF	**SENIOR FINANCE OFFICER: CENTRAL OFFICE (SL8)** **SFO102026** **EXTERNAL ADVERT**
SALARY	R413 001 – R486 501 per annum: SL8 (The successful candidate will be Required to sign a performance agreement)
CENTRE **CLOSING DATE**	Esayidi TVET College, Central Office 27 November 2026
REQUIREMENTS	An appropriate Bachelor's degree/National Diploma (NQF level 6/7) in Accounting/ Management Accounting/ Financial Management. Three to five years of verifiable experience in Financial Management. Knowledge and understanding of Annual Financial Statements preparations as well as the ability to capture data and operate computer. Knowledge of the Public Service financial legislations, procedures and Treasury Regulations (CET Act, PFMA, DORA, PSA, PSR, PPPFA). Knowledge of financial accounting procedure, methods and principles established for the processing of specific salary/ financial transactions. Experience in TVET sector environment will be an added advantage. Driver's license (Code B).
DUTIES	Ensure overall supervision and monitor income against budget and review reconciliations. Ensure overall supervision and provision of expenditure and general payments services. Ensure overall supervision of cash and revenue management services. Ensure overall supervision and provision of liability and debt management. Ensure overall supervision and provision of bookkeeping and financial accounting services. Ensure overall supervision and administer college tuition fees and updating on the system. Ensure overall supervision and collection of relevant information for Reconciliations statement, ensure overall supervision and proper administration of Refunds Process. Assist in the process of compilation of Interim and Annual Financial Statements. Assist with implementation/compliance in respect to AFS Disclosure Notes inputs. Provide advice around accounting issues in respect to AFS. Research, analyses and compile implementation plan in respect to General Recognized Accounting Practice Standards. Compile Monthly/quarterly disclosure/financial reporting. Research, analyze and interpret accounting information. Project Management. Supervisory functions. Supervise human and ensure effective and efficient utilization of physical and financial resources.
ENQUIRIES :	Ms NB Ndlovu Tel No: (039) 940 5283
APPLICATIONS :	Quoting the relevant reference number, direct your application to: Postal Address: The Human Resource Department: Esayidi TVET College, Private Bag x 713, Port Shepstone, 4240 or hand delivered to: ESAYIDI TVET COLLEGE, No. 699 Coniston Road, Windsor on Sea, Margate 4265.
NOTE :	Applications should be on a new Z83 form, signed and dated , and must be accompanied by a recently updated comprehensive Curriculum Vitae (inclusive of three contactable references and contact details), Short listed candidates will be required to submit certified copies of qualifications, ID copy and drivers licence on the date of the interview. Applications received after the closing date as well as faxed or emailed applications will not be accepted. Successful candidates will be subjected to a vetting process (criminal record, citizenship, credit checks [where applicable], qualification and employment verification). The College/ DHET reserves the right not to make an appointment where it deems fit to do so. No late applications will be considered. Correspondence will be limited to shortlisted candidates only. If you do not receive any response within three months after the closing date of this advertisement, kindly accept that your application was not successful.

ESAYIDI TVET COLLEGE
HUMAN RESOURCE
MANAGEMENT & DEVELOPMENT
2026 -11- 12
TEL: (039) 940 5283
FAX: (039) 682 6200