



treasury

Department:

Treasury

PROVINCE OF KWAZULU-NATAL

**CHIEF CORPORATE INVESTIGATOR  
R733 257 (All-inclusive packages) PER ANNUM  
(Ref No KZN PT 19/33)**

**PURPOSE:** To provide and oversee forensic investigation services to the respective departments, municipalities and public entities within the respective clusters.

**REQUIREMENTS:** A 3 year NQF level 6/7 Bachelor's degree /National Diploma with any of the following majors: Accounting /Auditing/ Law/Internal Auditing/Criminal Justice/Forensic Investigations or any 3 year relevant qualification. A minimum of 3 years junior management experience in a Forensic Investigations/ Commercial Crime environment. A Valid driver's licence and in a case of people with disabilities who are unable to drive personally, proof of the ability to meet work related travel commitments is required. Computer literacy.

**KEY PERFORMANCE AREAS:** Develop and review of initial planning of investigation. Execution and supervision of investigations. Drafting of investigation report and review reports compiled by SCI's or CI's. Report fraud related risks to Risk and Advisory Services Unit. Assist in providing consolidated reports to the relevant stakeholders. Management of resources and staff development.

**COMPETENCIES, KNOWLEDGE AND SKILLS:** The Constitution of the Republic of SA Act, Public Finance Management Act, Municipal Finance Management Act, Municipal System Act, Promotion of Access to Information Act, Annual Division of Revenue Act, Provincial Appropriation Act, Preferential Procurement Policy Framework Act, Government Immovable Asset Management Act, Public Audit Act, Provincial Tax Regulation Process Act, Criminal Procedures Act, Public Service Act, Organised Crime Act, Financial Intelligence Centre Act, Prevention and Combating of Corrupt Activities Act.

Lateral and innovative thinking, Communication, Investigative, Organizational relationships, Report writing, Interpersonal relations, Analytical and quantitative method tools, Financial management, Time Management, Application and interpretation of legislation, Management principles, Project management, Research, Policy Development.

**Enquiries:** Ms J Naidoo (033) 897 4213

**Closing date:** 19 July 2019

**Preference: African Females, African Males and people with disabilities who meet the requirements.**

***Successful candidates will be subjected to security screening prior to employment***

The department will conduct reference checks with the HR of current and/or previous employer(s) apart from the referees listed

**Applicants in possession of foreign qualifications must attach an evaluation certificate from the South African Qualification Authority (SAQA). Non-South African citizens who are permanent residency holders must submit a documentary proof together with their applications**

The KwaZulu-Natal Provincial Treasury is an equal opportunity, affirmative action employer. As such, it is our intention to promote and uphold representivity in the Department in terms of race, gender and disability.

Applications must be submitted on the prescribed Application Form for Employment Z83 (which must be originally signed and dated) obtainable from any Public Service Department and it must be accompanied by a detailed CV and originally certified copies (not copies of certified copies) of required educational qualifications as stipulated in the advertisement and driver's license (where a driver's license is a requirement). Should an applicant wish to apply for more than one post, separate applications i.e. all the required documentation must be submitted for each post applied for. Under no circumstances will faxed, e-mailed or late applications will be accepted. Therefore, the onus is on applicants to ensure that their applications are posted or hand-delivered timeously.

**Applicants must provide original Service records for all relevant experience, proof of management experience (where it is a requirement), job description for current position and originally certified copies of ID and driver's license, academic record for all qualifications and a letter from the respective Human Resources for occupying acting positions. Where an applicant has lost a certificate, ID or driver's licence proof of application for a replacement must be attached and an affidavit explaining the loss must be attached. Applications that do not comply with these instructions will not be considered.**

Applications must be submitted on the prescribed application form, Z83, available from any Public Service Department and must be accompanied by certified copies of qualifications (including senior certificate) and comprehensive Curriculum Vitae. Applications that do not comply with these instructions will not be considered.

**The Department discourages applications that are registered and will not be held responsible for applications sent via registered mail which are not collected from the post office. It is the responsibility of the applicant to ensure that the application reaches the Department timeously. Should you not hear from the Department within 3 months of the closing date, please regard your application as unsuccessful.**

It is regretted that due to the large volume of applications received, it is not possible for the Department to acknowledge receipt of every application received and that only those that participate in the final selection processes (interviews) are notified of the outcome

**Applicants, quoting the correct reference number must be forwarded to: The Head of Department, Provincial Treasury, Directorate: Human Resource Management P.O. Box 3613, PIETERMARITZBURG, 3200 for the attention of Ms SL Ngema**