

Director- Organizational Risk and Integrity Management Services
Salary: R 1057 326 P.A (All-inclusive package)
(Ref No KZN PT 21/16)

PURPOSE: To manage and oversee the provisioning of effective and efficient departmental risk and integrity management services in terms of legislative mandates.

REQUIREMENTS: A 3 year NQF Level 7 Degree in Commerce/Accounting/ Auditing and Risk Management. A minimum of 5 years' middle management experience in Accounting and or Auditing /Internal Auditing or Risk Management environment. **Successful completion of the SMS Pre-entry certificate as endorsed by the National School of Government (NSG) prior to appointment, please access this website for more information <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>.** A valid driver's license and in the case of people with disabilities who cannot personally drive, proof of ability to meet work related commitments is required.

KEY PERFORMANCE AREAS: Develop and manage the implementation of risk management strategies. Manage and facilitate the capacity building on departmental staff on risk management. Ensure the development and implementation of Fraud Prevention, Anti-Corruption mechanisms, strategies and programmes. Manage the development of Organisational risk, policies, procedures, strategies, risk plan and framework. Manage the resources of the directorate.

COMPETENCIES, KNOWLEDGE AND SKILLS: Detailed knowledge of public sector and public/private systems and relevant legislation/statutes, including: The Constitution of the Republic of South Africa. Public Financial Management Act (PFMA). Public Sector Risk Management Framework. Treasury Regulations. Public Service Regulatory Framework (PSRF). Financial Disclosure Framework. Senior Management Handbook 2008. Public Service Regulation, 2016. National development Plan, 2012. Prevention and combating Corrupt Activities act,2000. Public Service Anti-Corruption strategy, 2002. Guidelines for implementing Minimum Anti-Corruption Capacity. Public Sector Integrity Management. Promotion Of Administrative Justice Act, 2000. Government Priorities Protected Disclosure Act, 2000, Generally Recognized Accounting Principles. Generally Accepted Accounting Principles. King III Report, 2009, Risk Analysis/management. Public Service Act,1994. Risk Management Practices. Basic Accounting System, Departmental Accounting framework. Service Delivery (Batho Pele). Labour Relations Act. Public Service Code of conduct. Provincial Treasury Practice notes. Internal Control procedures. Advanced MS Office Applications Spreadsheets (MS Excel), word processing (MS Word), power point. Problem-solving. Analytical and numeracy. Analytical and quantitative method tools. Verbal and written communication. Good interpersonal relations. Research. Report writing. Policy interpretation/analysis and development. Project planning and management. Change management. Negotiation. Financial management. Organizing and Presentation. Facilitation. Time management. Policy development Management. Driving, Statistical and quantitative analysis, internet and intranet. Self-discipline and ability to work under pressure.

Enquiries: Ms N Shezi (033) 8937 4685

closing date: 27 September 2021

Targeted: Females 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 with 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.

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.

The new Z83 application form for applying for employment became effective from the 1st of January 2021 and can be downloaded at www.dpsa.gov.za-vacancies. The Z83 must be accompanied by certified copies of qualifications (including senior certificate) and comprehensive Curriculum Vitae.

Applicants are requested to provide Service records for all relevant experience, proof of management experience (where it is a requirement), job description for current position and 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. This information is requested to support the applicant's CV and therefore failure to provide these may lead to an applicant being disqualified.

Where an applicant has lost a certificate, ID or driver's license proof of application for a replacement must be attached and an affidavit explaining the loss must be attached.

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 volumes of applications received, it is not possible for the Department to acknowledge receipt of same and that only those applicants that participate in the final selection processes (interviews) are notified of the outcome

Applications that do not comply with all these instructions **will not be considered**.

Applications, quoting the correct reference number must be forwarded to: The Head of Department, Provincial Treasury, and Directorate: Human Resources, P.O. Box 3613 PIETERMARITZBURG, 3201 or hand-delivered to 145 Chief Albert Luthuli, Pietermaritzburg, 3201 for the attention of Mrs. Z Ndlela.