

INDEPENDENT COMPLAINTS DIRECTORATE

The Independent Complaints Directorate is an equal opportunity and affirmative action employer. It is our intention to promote representatively in terms of race, gender and disability within the Department through the filling of posts. Candidates, whose appointment/promotion/transfer will promote the achievement of employment equity within the ICD, will receive preference.

CLOSING DATE : 05 February 2010
NOTE : Applications should be submitted on a Z83 form obtainable from any Public Service Department, accompanied by a comprehensive CV, certified copies of qualifications, ID and driver's licence. Faxed applications will not be considered. If you have not been contacted within 3 months of the closing date of this advert, please accept that your application was unsuccessful, as communication will be made with the short-listed candidates only.

MANAGEMENT ECHELON

POST 03/41 : **CHIEF FINANCIAL OFFICER REF: Q9/2010/04**

SALARY : Level 14 - An inclusive salary package of R746 181 per annum. The remuneration package consists of the basic salary. The government's contribution to Government Employee Pension Fund and the flexible portion which may be Structured in terms of the rules for the structuring of the flexible portion which may include a 13th cheque, motor car allowance, home owner's allowance and Medical assistance. This appointment is subject to the signing of an employment contract, a security clearance and an annual performance agreement. The successful candidate will be required to disclose his/her financial interest in accordance with the prescribed regulations.

CENTRE REQUIREMENTS : Pretoria
 : The candidate must be in possession of CA/Post – graduate Degree in Financial Management or Accounting (with articles). Minimum of five years management experience. Advanced financial analytical skills. Extensive knowledge of financial prescripts of the Public Service. Project management and quick thinking skills. Proven management skills.

DUTIES : The candidate must have knowledge, skills, training and competencies of the following: Establish and maintain appropriate systems and policies to ensure effective and efficient management of resources. Support the Executive Director and senior managers in the execution of their functions in terms of Public Finance Management Act, 1999 and the Treasury Regulations. Oversee the budgetary process within the Department, exercise budgetary control at strategic level and early warning arrangements. Oversee the preparation and submission of the annual financial statements and liaison with the Auditor General in this regard. Formulate creative solutions to enhance cost effectiveness and the efficiency in the delivery of the services and the administration of the Department. Facilitate the implementation of national norms and standards where applicable. Advise the Executive Director pertaining the matters that have strategic and financial implications. Liaise with the relevant role-players in the financial environment regarding transverse financial management/administration by collaborating in the development of training programmes or by providing direct training in financial matters to the officials of the Department. Manage the financial, assets and provisioning administration functions of the Department.

ENQUIRIES APPLICATIONS : Mr Molefe Matsomela @ (012) 423 1403
 : Independent Complaints Directorate Private Bag X 941 Pretoria 0001 or ICD House 388 Andries Street Pretoria 0001, or Old Mercedes Benz Building 47 Schoeman Street Pretoria 0001

FOR ATTENTION NOTE : Mr VD Sibanyoni
 : Shortlisted candidates will be subjected to a competency assessment as well as a personal profile analysis. The successful candidate will be required to undergo security vetting. His/her character should be beyond reproach. Faxed applications will not be considered.

OTHER POST

POST 03/42 : **SENIOR INVESTIGATOR REF: Q9/2010/03**

- SALARY** : R161 970 per annum
- CENTRE** : Johannesburg
- REQUIREMENTS** : To be considered for this position, a candidate must be in possession of a minimum of Standard 10/Grade 12 or equivalent of NQF level 4 qualification, and should at least have three (3) years proven experience in criminal investigations. A diploma/degree (NQF level 5/6), in Law/Policing will serve as an added advantage. Knowledge of Criminal Law, Criminal Procedure and Law of Evidence are essential for consideration. In addition, the candidates must be competent in report writing skills, as well as verbal and written communication skills. He/She must be computer literate and possess a valid unendorsed Code 08 driver's licence. He/she must also be competent and fit to handle a firearm or must be willing to undergo such a test. He she must be willing to perform standby duties and overtime.
- DUTIES** : His/her duties will entail amongst others, supervision of investigator and/or assistant investigator; receipt, registration and allocation of complaints; attendance of crime scenes and post mortems; collection, safeguard and processing of exhibits at the crime scene; conducting interviews with suspects and witnesses and obtaining affidavits; conducting DVA audits at the various police stations in line with the ICD's monitoring responsibility of the Domestic Violence Act; advising the complainant or his/her next of kin and other relevant stakeholders regarding progress of the investigation; conducting investigations of complaints of alleged criminality and misconduct against members of the police; conduct searches, seizures and collection of evidence etc; compiling investigation reports and memoranda with recommendations to the Director of Public Prosecutions and the SAPS for consideration to prosecute or take appropriate disciplinary action. Draft and type investigation reports at the conclusion of each investigation. Electronically update the status of each case on the database.
- ENQUIRIES** : Mr C de Jager
- APPLICATIONS** : Private Bag X25 Johannesburg 2000
- FOR ATTENTION** : Ms F Dlakana
- NOTE** : The successful candidate will have to undergo security vetting, His/Her character should be beyond reproach.