

**PROVINCIAL ADMINISTRATION: NORTH WEST
OFFICE OF THE PREMIER**

- APPLICATIONS** : Applications must be forwarded for attention: The Director General, Office of the Premier, Private Bag X129, Mmabatho, 2735. Or hand deliver to Human Resource Management, Second Floor, Ga-rona Building, Mmabatho.
- CLOSING DATE** : 24 November 2017
- NOTE** : The Office of the Premier is an equal opportunity, affirmative action employer and is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. People with disabilities who meet the requirements are encouraged to apply. Applications must be accompanied by Z83, obtainable from any Public Service Department, and should include a certified copy of ID, certificates and comprehensive CV with 3 contactable referees. Failure to submit the requested documents will result in your application not being considered. Late, faxed and e-mailed applications will not be considered. Qualifications will be verified. The successful candidates for the above positions will be required to undergo security screening. Candidates will be subject to competency assessment. It is the responsibility of the applicant to make sure that foreign qualifications are evaluated by the South African Qualifications Authority.
- ERRATUM: Office Of The Premier:** Kindly note that the posts (Assistant Director: Service Delivery Monitoring & Intervention, REF: NWOOP/11/01, Assistant Director: Information Security REF: NWOOP/11/02, Senior Personnel Practitioner: Occupational Health and Safety, REF: NWOOP/11/03; Senior Administrative Officer Procurement, REF: NWOOP/11/04) that were published in the Public Service Vacancy Circular No 44 dated 03 November 2017 with the Closing Date of 24 November 2017, the closing date has been changed to 17 November 2017.

OTHER POST

- POST 45/102** : **CHIEF INVESTIGATING OFFICER REF: NWOOP/11/02/01**
- SALARY** : R657 558. Per annum. Level 11 (All Inclusive Package)
- CENTRE** : Mahikeng
- REQUIREMENTS** : A bachelor of Laws and/ or equivalent related qualification (NQF level and Credits). 5 - 7 years' experience in the investigation of allegations of corruption, fraud and financial maladministration and forensic / criminal offences of which 3 years should be supervisory level. An additional qualification in Labour Law, Forensic and/or Criminal Investigation as well as an experience in auditing and fraud investigation will serve as an added advantage. Must have an extensive knowledge of Public Service Prescripts, time Management skills, ability and willingness to work under pressure, adhere to prescribed time frames, good interpersonal, communication and presentation skills, and be computer literate. Candidate must be assertive, disciplined and have integrity, be of sound judgment, able to use discretion in dealing with secret and confidential matters and will be required to travel extensively. Have a valid driver's license.
- DUTIES** : Job Purpose: To provide and coordinate comprehensive forensic management services. To conduct investigations of allegations of corruption, fraud, financial maladministration and of forensic/ criminal offences. Liaise with law enforcement agencies relating to criminal investigations. Compile systematic and comprehensive reports with recommendations. Monitor the implementation of the recommendations by the respective clients. Prepare and present reports/statements and evidence on cases investigated. Coordinate, monitor and evaluate outsourced projects. Coordinate and/or partner with stakeholders in conducting related capacity building programmes. Compile performance reports, manage and supervise the performance of junior employees.
- ENQUIRIES** : Ms. M. Mphahlo, at Tel: 018 -388 - 4039