

OFFICE OF THE CHIEF JUSTICE

The Office of the Chief Justice is an equal opportunity and affirmative action employer. It is our intention to promote representivity (race, gender, disability) in line with the Office of the Chief Justice (OCJ) Employment Equity targets, through the filling of positions. The OCJ is an equal opportunity employer. In the filling of vacant posts the objectives of section 195 (1) (i) of the Constitution of South Africa, 1996, the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act 55) of 1998) and the relevant Human Resources policies of the Department will be taken into consideration. Women and People with Disabilities are encouraged to apply.



- APPLICATIONS** : National Office: Midrand: Quoting the relevant reference number, direct your application to: The Director: Human Resources, Office of the Chief Justice, Private Bag X10, Marshalltown, 2107. Applications can also be hand delivered to the Office of the Chief Justice, Human Resource Management, 188 14th Road, Noordwyk, Midrand, 1685.
- FOR ATTENTION** : HR Directorate
- CLOSING DATE** : 09 November 2018
- NOTE** : Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The Completed and signed form should be accompanied by a recently updated CV as well as certified copies of all qualification/s and ID document (no copies of certified copies allowed, certification should not be more than three months old). Failure to submit all the requested documents will result in the application not being considered. Please indicate the reference number and position you are applying for on your application form. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Applications received after the closing date, as well as applications received via fax/email, will NOT be considered or accepted. Short-listed candidates must be willing to undergo normal vetting and verification processes, including a competency assessment for Senior Management Service.

OTHER POST

- POST 43/32** : **DEPUTY DIRECTOR: INFORMATION TECHNOLOGY AUDIT REF NO: 2018/290/OCJ**
(Contract Valid till 31 March 2019)
- SALARY** : R697 011 – R821 052 per annum. The successful candidate will be required to sign a performance agreement
- CENTRE** : National Office: Midrand
- REQUIREMENTS** : Applicants must be in possession of an appropriate tertiary qualification at NQF level 6/7 in Information Systems, Informatics, Computer Science or internal auditing. An Additional professional certification to IT Audit domain such as Certified Financial Systems Auditor, Certified Information System Auditor, Certification in Control Self – Assessment, Certified Government Auditing Professional, or certified Internal Auditor will be an added advantage. A minimum of five (5) years' experience in Information Technology Auditing and three (3) year internal audit supervisory/management experience (ASD). A minimum of two (2) years specific experience in Audit Technology. Ability and willingness to travel extensively across the country. Valid code B driver's license. Skills and Competencies: Detailed knowledge of IT auditing in at least three (3) areas: Strategic/ Operational perspective – IT Governance, IT Risk Management, IT Strategy; IT Contracts and Service Level Agreements; Information Security: IT Policies and Procedures; IT Licensing; It Project Management; IT Audit Standards; Business continuity and Disaster Recovery. Application perspective – Applications Control Review; Business process mapping and Data Analysis. Technical perspective – General Control Reviews; Networking, firewalls, Routers, Web Applications, External and Internal Threats and Vulnerability Assessment, Virtual Private Network, Wireless, Encryption, operating system, Database, Physical Security and Information Security. Behavioural Competencies includes Client Service Orientation; Effective

communication skills (written and verbal; Concern for quality and order; Time Management and ability to work under pressure; People Development and Management; Result Orientation; Problem Solving and analysis; Resource planning and presentation skills.

DUTIES

: Contribute to the development and alignment of the three (3) year rolling audit plan and detailed annual IT audit plan based on the risk profile of the organization and is responsive to the business environment; Manage and execute the Information Technology Audits in line with the Annual Audit Plan; Manage the IT audit reporting processes to stakeholders as well as maintaining the findings register; Ensure quality assurance of all IT audit files and reports; Manage the Internal Audit technology to meet the requirements of the Internal Audit methodology and the Quality Assurance and Improvement Programme; Identify areas for improvement to ensure a sustainable Audit Strategy, IT Audit Methodology and Resource Plan to ensure continuity of IT audit services; Keep abreast of global trends, new developments in the IT audit; Manage IT Audit resources effectively and efficiently to ensure delivery and overall achievement of IT Audit objectives; and Develop the training plan for IT Audit Sub-Unit to develop and retain capacity.

ENQUIRIES

: Ms L Mothemane / Ms C Gideon Tel No: (010) 493 2500