

## DEPARTMENT OF COOPERATIVE GOVERNANCE

*The vision of the Department of Cooperative Governance is one of having a well co-ordinated system of Government consisting of National, Provincial and Local spheres working together to achieve sustainable development and service delivery. The Department intends to invest in human capital, increase integrated technical capacity directed at service delivery and promote representivity in the Department through the filling of this post. Candidature of persons whose appointment/transfer/promotion will promote representivity will therefore receive preference.*

**CLOSING DATE**

: 04 December 2020

**NOTE**

: All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA directive on the implementation of competency-based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. The successful candidate will be appointed subject to positive results of the security clearance process and the verification of educational qualification certificates. Applications must be submitted on a signed Z.83 form (application form), obtainable from any Public Service department, and should be accompanied by a comprehensive CV, with specific starting and ending dates in all relevant positions and clarify the levels and ranks pertaining to experience as compared to the Public Service, copies of ID, Grade 12 Certificate and other qualifications as well as SAQA verification report for foreign qualifications. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation. Incomplete applications or applications received after the closing date or applications without SAQA verification reports for foreign qualifications will not be considered. It is important to note that it is the applicant's responsibility to ensure that all information and attachments in support of the application are submitted by the due date. Due to the large number of responses anticipated, correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of the advertisement, please accept that your application has been unsuccessful. Thank you for the interest shown in the Department. The below post is a senior management post. Candidates should therefore possess strong managerial and financial management skills. The requirements for appointment at Senior Management Service level will be the completion of the Senior Management Pre-entry programme as endorsed by the National School of Government. Applicants should therefore have proof that they have registered for the Pre-entry Certificate, which can be accessed using the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/> Candidates, who are shortlisted, could expect to undergo management competency assessments: Management competencies: Strategic capacity and leadership. People management and empowerment. Advanced programme and project management. Change management. Financial management. Knowledge management. Service Delivery Innovation. Advanced problem solving and analysis. Client orientation and customer focus. Advanced communication skills (written and verbal). Advanced presentation/public speaking skills. Technical Competencies: Both Government and private sector infrastructure development approaches. The link between infrastructure development and economic development. Public/Private partnerships. Donor funding. Borrowing frameworks. Private infrastructure funding. Operations of other infrastructure funding agencies and institutions. Intergovernmental relations. Local economic development. Poverty eradication and job creation.

## MANAGEMENT ECHELON

<b><u>POST 26/02</u></b>	:	<b><u>CHIEF DIRECTOR: MUNICIPAL INFRASTRUCTURE GRANT REF NO: 28651/01</u></b>
<b><u>SALARY</u></b>	:	R1 251 183 per annum (Level 14) (An all-inclusive remuneration package) The package includes a basic salary (70% of package) and a flexible portion that may be structured in terms of the applicable guidelines.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Pretoria A Grade 12 Certificate and an undergraduate or equivalent qualification (NQF Level 7) as recognised by SAQA. 5 to 10 years relevant experience at senior management level. Additional requirements: A valid driver's licence and extensive travelling.
<b><u>DUTIES</u></b>	:	The successful candidate will perform the following duties: Oversee the development of policy, including municipal infrastructure framework, coordination and reporting on Municipal Infrastructure Grant projects. Oversee the development of infrastructure master plans to guide long-term infrastructure delivery plans of municipalities. Provide a strategic guide for strengthening implementation and provision of basic municipal services and infrastructure in local Government. Oversee the development of alternative infrastructure financing models. Monitor and administer the MIG infrastructure expenditure.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mr T.B. Fosi Tel No: (012) 848 4655.
<b><u>FOR ATTENTION NOTE</u></b>	:	Applications may be submitted electronically via email: cogta82@ursonline.co.za or via fax: 086 415 5709 URS Response Handling, Tel No: (012) 811 1900 The following is required with regards to candidates: Applications must be submitted in writing and must at least contain the following: Detailed Curriculum Vitae, motivation for appointment, a certified copy of identity document and qualifications obtained, and verification of foreign qualifications by the South African Qualifications Authority (SAQA). Background verification, including criminal record and citizenship checks will form part of the selection process. Preference will be given to candidates whose appointment will enhance representivity. Correspondence will be limited to short-listed candidates only. No late applications will be accepted. Strict compliance with the application requirements and selection procedure will be adhered to.

## OTHER POST

<b><u>POST 26/03</u></b>	:	<b><u>INVITATION TO SERVE ON AUDIT COMMITTEE REF NO: 28660/01</u></b>
<b><u>SALARY</u></b>	:	Term of Office and Remuneration: Members will serve for a period of three years from the effective date of appointment. The compensation of members of the Audit Committee is determined at an hourly tariff based on SAICA/AGSA tariffs per annum.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Pretoria Candidates must have a Bachelor's Degree and a Post-Graduate Degree in Accounting, Auditing, Law or Engineering with diverse experience which include previous Audit Committee experience (mainly in Public Sector) and high level knowledge of Financial and Management Accounting, Internal Auditing, Governance and Risk Management and be a registered member of a professional body. Competencies: Diverse experience and high-level knowledge of the following: Financial Accounting, auditing, performance audits, law, engineering, disaster management, local government and traditional affairs. Skills: Good communication skills and analytical reasoning abilities.
<b><u>DUTIES</u></b>	:	The Audit Committee will fulfil its oversight responsibilities to ensure that the Departments and Agency maintain effective, efficient and transparent systems of governance and internal control. The Committee will play a meaningful advisory role as non-executive members to the Accounting Officers and the Executive Authority. The Audit Committee will carry out

its responsibilities as legislated by the Public Finance Management Act, Treasury Regulations and operate in accordance with its charter. The Audit Committee will ensure compliance with legislation, compile reports and make recommendations to the Accounting Officers and the Executive Authority. It will review, amongst others: The effectiveness of the internal audit activity, including the audit plans, annual work programmes and provision of direction. The risk areas of the Departments and Agency's operations is covered in the scope of internal and external audits. Internal control systems, including computerised information systems. The adequacy, reliability and accuracy of the financial reporting system, including financial systems. Reports of significant investigations and responses of Management to specific recommendations. The work of external auditors.

**ENQUIRIES**  
**APPLICATIONS**

- : Mr Dumisani Ngutshana Tel No: (012) 334 0506
- : Applications may be submitted electronically via email: cogta83@ursonline.co.za or via fax: 086 415 5709
- : URS Response Handling, Tel No: (012) 811 1900
- : Other position In terms of Section 38 and Section 77 of the Public Finance Management Act (PFMA), the Department of Cooperative Governance (DCOG) and Municipal Infrastructure Support Agent (MISA) calls on all qualified and interested persons to serve as a member (two 2 vacancies) on the Audit Committee of DCOG and MISA.

**FOR ATTENTION**  
**NOTE**