

PROVINCIAL ADMINISTRATION: LIMPOPO

DEPARTMENT OF CO-OPERATIVE GOVERNANCE, HUMAN SETTLEMENTS AND TRADITIONAL AFFAIRS

The Department of Co-operative Governance, Human Settlements and Traditional Affairs is an equal opportunity employer with clear employment equity targets. The Department is committed to providing equal opportunities and affirmative action employment practices. It is our intention to promote representation in terms of race, gender and disability. Women and people with disabilities are encouraged to apply. The Department of Co-operative Governance, Human Settlements & Traditional Affairs would like to invite suitably qualified candidates who are creative, energetic, self-driven, and hardworking and have a passion for improving the standard of living of citizens of Limpopo, to apply for the position as it appears below.

APPLICATIONS : Applications should be submitted to: The Head of Department; Department of Co-operative Governance, Human Settlements and Traditional Affairs, Private Bag X9485, Polokwane 0700 OR delivered personally at 28 Market Street (next to UNISA) HR Records (First floor). All General enquiries should be directed to Mr. Ramagoshi Phuti at (015) 294 2225 or Mr. Monkoe Mphodi at (015) 294 2223 or Ms. Mokhomole Makgano at (015) 294 2270.

CLOSING DATE
NOTE

16 September 2022

: Applications should be submitted on a new Z83 form obtainable from all Public Service Departments or at www.dpsa.gov.za and must be completed in full. A comprehensive copy of your Curriculum Vitae, only (certified copies of identity document, driver's license, qualifications will be requested from shortlisted candidates). The specific reference number for the post must be quoted. Candidates who apply for SMS positions will be required to produce proof of completion of National School of Government Senior Management Pre-Entry Programme prior to appointment. The course is obtainable on [link:https://www.thensg.gov.za/training-course/sms-pre-entryprogramme](https://www.thensg.gov.za/training-course/sms-pre-entryprogramme). "All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with 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." Short-listed candidates for the below post will be subjected to a Security clearance, and verification of qualifications. Applicants with foreign qualifications remain responsible for ensuring that their qualifications are evaluated by the South African Qualifications Authority (SAQA). Successful incumbents will be expected to sign a performance agreement within one month after assumption of duty. The successful candidate will be required to disclose their financial interest in accordance with the prescribed regulations. Failure to comply with the requirement will result in the candidate being disqualified. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three (3) months of the closing date of this advertisement, please accept that your application was unsuccessful. However, should there be any dissatisfaction; applicants are hereby advised to seek reasons for the above administration action in terms of Promotion of Administrative Justice Act (PAJA), Act No.3 of 2000 NB: Faxed or e-mailed applications will not be considered. This advert will also be available on the following website: www.coghsta.limpopo.gov.za. The Department reserves the right to make an appointment in respect of the advertised post.

MANAGEMENT ECHELON

POST 32/227 : **CHIEF FINANCIAL OFFICER REF NO: COGHSTA 02/22**
Branch: FMS

SALARY : R1 544 415 per annum (Level 15), (all-inclusive salary package)

CENTRE : Polokwane

REQUIREMENTS : An undergraduate qualification and a post graduate qualification (NQF8) in Financial Management/ Accounting as recognized by SAQA. Registration as a Chartered Accountant (South Africa) will be an added advantage. 8-10 years of experience at a senior managerial level, coupled with extensive management experience in the field of financial management covering

- Accounting, Budgeting, Reporting, Asset Management, Internal Control and Supply Chain Management; A valid driver's license (with exception of disabled applicants). Core And Process Competencies: Extensive Knowledge of the Public Finance Management Act (PFMA), Treasury Regulations and relevant government policies regulating financial management in government; procedures, prescripts and practices in the financial environment. Expert knowledge of grant and finance management with an ability to implement programmes and projects timeously. Advanced strategic planning and financial management will be an added advantage; Proven strategic and leadership capabilities; Ability to establish good working relations with key stakeholders such as the Provincial & National Treasury and Auditor-General of South Africa; Acumen and experience to manage and interact with key stakeholders at senior level. Skills & Knowledge: Good negotiation skills; Good communication (written and verbal); Client orientation and customer focus, honesty and integrity; problem solving, and analytic skills are key to this post.
- DUTIES** : Financial management and administrative services; Oversee and manage the provisioning of assets and supply chain management services; Provide overall management and strategic direction in the Branch; Execute all responsibilities delegated by the Accounting Officer in terms of Sections 38 to 43 of the PFMA; Maintain an integrated accounting and financial management system, including financial reporting and internal control; Oversee the budgetary process within the Department and ensure alignment to Departmental strategic objectives as well as exercise budgetary control and provide early warning arrangements at strategic level; Oversee the preparation and submission of quarterly and annual financial statements including other financial reports and liaise with Provincial and National Treasury and the Auditor-General in this regard; Participate in policy formulation and review by rendering advice to the Executing Authority, Accounting Officer and Top Management on financial matters and financial consequences thereof; Take effective and appropriate steps to collect income, prevent unauthorized, irregular and fruitless as well as wasteful expenditure and report unauthorized, irregular or fruitless and wasteful expenditure. Ensure adherence to the transfer of assets and liabilities management, compliance to any tax, levy, duty, pension and audit commitments required by legislation. Responsible for budgetary control thus ensure that expenditure of the department is in accordance with the vote of department including conditional grant budget provisions. Ensure that proper record of the departments' financial affairs in accordance with prescribed norms and standards and submission/ available of these reports to all relevant role-players e.g., executive authority. Ensure that proper grant management in terms of program management in DORA.
- ENQUIRIES** : Mr. Ramagoshi Phuti Tel No: (015) 294 2225
- POST 32/228** : **CHIEF DIRECTOR: DEMOCRATIC GOVERNANCE, DISASTER MANAGEMENT AND COMMUNITY DEVELOPMENT PROGRAMME REF NO: COGHSTA 03/22**
Branch: Cooperative Governance
(Re-advertisement, candidates who applied previously are encouraged to re-apply)
- SALARY CENTRE REQUIREMENTS** : R1 269 951 per annum (Level 14), (all-inclusive salary package)
: Polokwane
: An undergraduate degree (NQF level 7) in Development Studies/ Public Administration. Possession of a Post graduate degree will be an added advantage. 5 years' experience at a Senior Management level & a valid driver's license (with exception of disabled applicants).Core And Process Competencies: Sound and in-depth knowledge of relevant prescripts application of the legislative framework governing the public service e.g., Public Service Act, Labour; Relation Act, PFMA, etc. Skills & Knowledge: Strategic capability and leadership; Programme and project management; Financial management; Change management; Knowledge management; Service delivery innovation; Problem solving and analysis; People management and empowerment; Client orientation, customer focus and Communication.
- DUTIES** : Provide support to municipalities on public participation and facilitate elections and intergovernmental relations. Ensure the implementation of Community Development Programmes; Provide support and monitor Municipalities to respond to community concerns. Manage Provincial Disaster management services; Manage resources (financial, human, and physical).

ENQUIRIES : Mr. Ramagoshi Phuti Tel No: (015) 294 2225

POST 32/229 : **DIRECTOR: DISASTER MANAGEMENT & EMERGENCY SERVICES REF NO: COGHSTA 04/22**
Branch: Cooperative Governance

SALARY CENTRE REQUIREMENTS : R1 073 187 per annum (Level 13), (all-inclusive salary package)
: Polokwane
: An Undergraduate Qualification (NQF Level 7) in Disaster Management as recognized by SAQA or related qualification. 5 Years of Experience at a middle/senior managerial level and valid driver's license (with exception of disabled applicants).Core And Process Competencies: Sound and in-depth knowledge of relevant prescripts (Disaster Management Act, etc.), application of the legislative framework governing the Public Service e.g: Development & Facilitation Act 67 of 1995, National Housing Code of 2009, National Home Builders Registration Act (NHBRC Act), Housing Act no. 107 of 1997, etc. Skills & Knowledge: Policy Formulation; Research; Computer utilization; Strategic Capability and Leadership; Programme and Project Management; Financial Management; Change Management; Knowledge Management; Service Delivery Innovation (SDI); Problem Solving and Analysis; People Management and Empowerment; Client Orientation and Customer Focus Communication.

DUTIES : Manage Disaster Risk Assessment and Reduction; Manage Institutional Capacity for Disaster Risk Management; Manage Disaster Response and Recovery; Manage and Coordinate Emergency Services; Manage Resources (Financial, Human and Physical).

ENQUIRIES : Ms. Mokhomole Makgano Tel No: (015) 294 2270

OTHER POSTS

POST 32/230 : **CHIEF CONSTRUCTION PROJECT MANAGER MUNICIPAL INFRASTRUCTURE DELIVERY PROGRAMME REF NO: COGHSTA 05/22**
Branch: Cooperative Governance
(Re-advertisement, candidates who applied previously are encouraged to re-apply)

SALARY CENTRE REQUIREMENTS : R1 058 469 per annum, (all-inclusive salary package), (OSD)
: Capricorn
: An undergraduate degree (NQF level 6) in Built Environment/Engineering or related qualification. Minimum 6 years relevant experience as a registered Professional Construction Project Manager with the SACPCMP & a valid driver's license (with exception of disabled applicants).Core And Process Competencies: Knowledge of Knowledge of project and financial management skills, conflict resolution, computer literacy, Ms Project; presentation and engineering applications. Skills & Knowledge: Project management; Computer skill, Presentation skills; People management skills; Time Management; Communication, both formal and informal; Analytical thinker; Asset management.

DUTIES : Provide support to municipalities in relation to the implementation of Free Basic Services (FBS) programmes; Municipal Infrastructure Grant (MIG) and other service delivery programmes; Support and monitoring implementation of indigent policies and compilation of indigent register; Monitor and support asset management in municipalities.

ENQUIRIES : Mr. Monkoe Mphodi Tel No: (015) 294 2223

POST 32/231 : **DEPUTY DIRECTOR: RESPONSE AND RECOVERY REF NO: COGHSTA 06/22**
Branch: Cooperative Governance
(Re-advertisement, candidates who applied previously are encouraged to re-apply)

SALARY CENTRE REQUIREMENTS : R882 042 per annum (Level 12), (all-inclusive salary package)
: Polokwane
: An undergraduate degree (NQF level 6) in Disaster Management or related qualification. Minimum 5 years relevant experience & a valid driver's license (with exception of disabled applicants).Core And Process Competencies: Knowledge of: Batho Pele principles; public service act. Disaster Management Act; PFMA; MFMA; Disaster Management Framework and other related acts

- computer literacy; Dynamics, culture and language of the target community. Skills & Knowledge: Negotiation skills; Presentation skills; People management skills; Time management; Communication; Computer skill; Numeracy skill; Report writing skills.
- DUTIES** : Coordinate the implementation of a uniform approach for the dissemination of early warning; Manage assessment, classification and declaration of disasters; Manage the implementation of emergency relief, reconstruction, and rehabilitation in an integrated and developmental manner. Manage the establishment of standardized and regulated relief measures.
- ENQUIRIES** : Mr. Monkoe Mphodi Tel No: (015) 294 2223
- POST 32/232** : **DEPUTY DIRECTOR: MUNICIPAL PERFORMANCE MONITORING REF NO: COGHSTA 07/22**
Branch: Cooperative Governance
(Re-advertisement, candidates who applied previously are encouraged to re-apply)
- SALARY CENTRE REQUIREMENTS** : R882 042 per annum (Level 12), (all-inclusive salary package)
: Vhembe
: An undergraduate national diploma (NQF level 6) in Public Management/Administration or related qualification. Minimum 5 years relevant experience & a valid driver's license (with exception of disabled applicants). Core and Process Competencies: Knowledge of: Sound and in-depth knowledge of relevant prescripts, application of the legislative framework governing the public service e.g., Public Service Act, Labour Relation Act, PFMA, etc. Skills & Knowledge: Negotiation skills; Presentation skills; People management skills; Time management; Communication, both formal, and informal.
- DUTIES** : Coordinate and consolidate reports on the state of municipalities, Back to Basics and any other programme; Monitor and evaluate the performance of municipalities on a periodic basis in compliance with the MSA & MFMA; Support municipalities with the implementation of the individual PMS; Coordinate and facilitate interventions in accordance with the Constitution of RSA, MSA and MFMA; Support and monitor municipalities on audit of predetermined objectives.
- ENQUIRIES** : Mr. Monkoe Mphodi Tel No: (015) 294 2223
- POST 32/233** : **DEPUTY DIRECTOR: INSTITUTIONAL SUPPORT SERVICES REF NO: COGHSTA 08/22 (X5 POSTS)**
Branch: Traditional Affairs
(Re-advertisement, candidates who applied previously are encouraged to re-apply)
- SALARY CENTRE REQUIREMENTS** : R882 042 per annum (Level 12), (all-inclusive salary package)
: Vhembe, Mopani, Sekhukhune, Capricorn & Waterberg
: An undergraduate national diploma (NQF level 6) in Public Management/Administration or related qualification. Minimum 5 years relevant experience & a valid driver's license (with exception of disabled applicants). Core And Process Competencies: Knowledge of: Sound and in-depth knowledge of relevant prescripts, application of the legislative framework governing the public service e.g., Public Service Act, Labour Relation Act, Limpopo Traditional Leadership and Institutions Act 6 of 2005 and its regulation Initiations School Circumcision Act 5 of 1996 and its regulations Limpopo House of Traditional Leaders PFMA, etc. Skills & Knowledge: Negotiation skills; Presentation skills; People management skills; Time management; Communication, both formal, and informal.
- DUTIES** : Overall management of the traditional affairs district office; Provide administrative support to the traditional councils, Support and monitor traditional council finances; Manage the provisioning of infrastructure and tools of trade to traditional councils; Support and monitor all programmes related to the traditional councils, including initiation schools; capacity building, etc.
- ENQUIRIES** : Ms. Mokhomole Makgano Tel No: (015) 294 2270

POST 32/234 : **DEPUTY DIRECTOR: DISASTER RISK ASSESSMENT & REDUCTION REF NO: COGHSTA 09/22**
Branch: Cooperative Governance

SALARY : R882 042 per annum (Level 12), (all-inclusive salary package)
CENTRE : Polokwane
REQUIREMENTS : An undergraduate qualification (NQF Level 6) as recognized by SAQA in Disaster Management or Equivalent and Valid driver's license with exception for people with disability. Relevant experience of approximately 3 to 5 years in Disaster Management. Core and Process Competencies: Batho Pele principles; public service act; computer literacy; Dynamics, culture and language of the target Community; Disaster Management Act; National disaster Management Framework etc. Skills & Knowledge: Negotiation skills; Presentation skills; People management skills; Time management; Communication; Computer skill; Numeracy skill; Presentation skills; People management skills; Financial management skills.

DUTIES : Manage that risk assessment is conducted; manage the development of integrated disaster risk management plans; manage the development and implementation of disaster risk reduction seasonal programmes; manage the development and implementation of contingency plans for national and provincial events.

ENQUIRIES : Ms. Mokhomole Makgano Tel No: (015) 294 2270

POST 32/235 : **DEPUTY DIRECTOR: DISASTER FIRE SERVICES REF NO: COGHSTA 10/22**
Branch: Cooperative Governance

SALARY : R882 042 per annum (Level 12), (all-inclusive salary package)
CENTRE : Polokwane
REQUIREMENTS : An undergraduate qualification (NQF Level 6) as recognized by SAQA in Fire Services and Technology/ Operations and Safety Management and A level 3 first aid certificate or registration with the HPCSA. Valid driver's license with exception for people with disability. Relevant experience of approximately 3 to 5 years in Fire Services Core And Process Competencies: Extensive knowledge and understanding of regulatory framework for public services, and local governance; Risk management; Project management; Computer literacy; Investigation techniques etc. Skills: Investigation skill; Organizational skills; Negotiation skills; Presentation/Facilitation skills; Good Report Writing; Time management; creative/ innovative; Analytical Thinking skills; strong organizational and leadership abilities; The ability to communicate at all levels, both verbally and in writing as well as to external clients. Skills & Knowledge: Manage fire brigade services; Coordinate firefighting emergency plans; Monitor the development and implementation of key fire safety programs and fire services capacity buildings; Monitor the development and the implementation of compliance mechanism, policies, strategies and frameworks for the fire services.

DUTIES : Manage fire brigade services; Coordinate firefighting emergency plans; Monitor the development and implementation of key fire safety programs and fire services capacity buildings; Monitor the development and the implementation of compliance mechanism, policies, strategies and frameworks for the fire services.

ENQUIRIES : Ms. Matlopela Terry Tel No: (015) 294 2224

POST 32/236 : **DEPUTY DIRECTOR: BUDGET PLANNING AND IMPLEMENTATION REF NO: COGHSTA 11 /22**
Branch: Financial Management Services

SALARY : R744 255 per annum (Level 11), (all-inclusive salary package)
CENTRE : Polokwane
REQUIREMENTS : An undergraduate qualification (NQF Level 6) as recognized by SAQA in Financial Management/Accounting/ Cost and Management Accounting. 3 years' Experience in Financial Administration. Core And Process Competencies: Sound and in-depth knowledge of relevant prescripts, application of the legislative framework governing the public service e.g., Public Service Act, Labour Relation Act; PFMA; PFMA; National Treasury Regulation; Financial Reporting Standards. etc. Skills & Knowledge: Negotiation skills.; Presentation skills; People management skills; Time management;

		Communication, both formal, and informal; Administration; Financial management System; Expenditure control; Estimating and Budgeting; Budget Control; Financial Compliances; Problem solving; Analytical skills; Report writing; Computer Literacy; Financial Planning; Financial Systems.
<u>DUTIES</u>	:	Manage budget planning; Manage budget implementation.
<u>ENQUIRIES</u>	:	Ms. Matlopela Terry Tel No: (015) 294 2224
<u>POST 32/237</u>	:	<u>ASSISTANT DIRECTOR: FIRE SERVICES REF NO: COGHSTA 12/22</u> Branch: Cooperative Governance
<u>SALARY</u>	:	R477 090 per annum (Level 10)
<u>CENTRE</u>	:	Polokwane
<u>REQUIREMENTS</u>	:	An undergraduate qualification (NQF Level 6) as recognized by SAQA in Fire Services and Technology/ Operations and Safety Management and a level 3 first aid certificate or registration with the HPCSA and a valid driver's license with exception for people with disability. Relevant experience of approximately 3 – 5 years in Fire Services. Core And Process Competencies: Sound and in-depth knowledge of relevant prescripts; Application of the legislative framework on Fire Brigade Services Act, Act No 99 of 1987; SANS Code; Local Government environment. Skills & Knowledge: Research; communication; report writing and computer literacy.
<u>DUTIES</u>	:	Facilitate and support fire brigade services; Facilitate the implementation of key fire safety programs; Facilitate firefighting emergency plans; Facilitate the implementation of compliance mechanism on fire services; Coordinate the activities of fire services stakeholders support; Facilitate and support intergovernmental structures set up to coordinate the activities of fire services stakeholders in implementing fire services and related legislation, policy and frameworks.
<u>ENQUIRIES</u>	:	Ms. Monyela Hlokammoni Tel No: (015) 294 2073
<u>POST 32/238</u>	:	<u>ASSISTANT DIRECTOR: BUDGET PLANNING & IMPLEMENTATION SERVICES REF NO: COGHSTA 13/22 (X2 POSTS)</u> Branch: Financial Management Services
<u>SALARY</u>	:	R382 247 per annum (Level 09)
<u>CENTRE</u>	:	Polokwane
<u>REQUIREMENTS</u>	:	An undergraduate qualification (NQF Level 6) as recognized by SAQA in Financial Management/Accounting/ Cost and Management Accounting. 3 years' Experience in Financial Administration. Core And Process Competencies: Sound and in-depth knowledge of relevant prescripts, application of the legislative framework governing the public service e.g., Public Service Act, Labour Relation Act; PFMA; PFMA; National Treasury Regulation; Financial Reporting Standards. etc. Skills & Knowledge: Negotiation skills.; Presentation skills; People management skills; Time management; Communication, both formal, and informal; Administration; Financial management System; Expenditure control; Estimating and Budgeting; Budget Control; Financial Compliances; Problem solving; Analytical skills; Report writing; Computer Literacy; Financial Planning; Financial Systems.
<u>DUTIES</u>	:	Facilitate budget planning; Facilitate budget implementation.
<u>ENQUIRIES</u>	:	Ms. Monyela Hlokammoni Tel No: (015) 294 2073
<u>POST 32/239</u>	:	<u>ASSISTANT DIRECTOR: CREDITORS SERVICES REF NO: COGHSTA 14/22</u> Branch: Financial Management Services
<u>SALARY</u>	:	R382 247 per annum (Level 09)
<u>CENTRE</u>	:	Polokwane
<u>REQUIREMENTS</u>	:	An undergraduate qualification (NQF Level 6) as recognized by SAQA in Financial management /B Com Accounting. Valid driver's license with exception for people with disability. Relevant experience of approximately 3 to 5 years Financial Administration. Core And Process Competencies: BAS; PFMA; PPPFA; Treasury Regulations; Batho Pele principles; Dora; Public Service Act; computer literacy and delegation of authority. Skills & Knowledge: Negotiation skills; Presentation skills; People management skills; Time management; Communication; Computer skill; Numeracy skill.

DUTIES : Oversee the process of Orders and Creditors payments; Reconcile transaction of payment voucher; Recall Creditors payment; Maintain misallocation on BAS System; Manage unresolved queries.

ENQUIRIES : Ms. Mphati Mokgadi Tel No: (015) 294 2068

POST 32/240 : **HOUSING SUBSIDY SYSTEMS ANALYST REF NO: COGHSTA 15/22**
Branch: ISHS

SALARY CENTRE REQUIREMENTS : R321 543 per annum (Level 08)
: Polokwane
: An undergraduate qualification (NQF Level 6) as recognized by SAQA in IT. 2-3 years' experience. Core And Process Competencies: Sound and in-depth knowledge of relevant prescripts, application of the legislative framework governing the public service eg, Public Service Act, Labour Relation Act, PFMA.e.t.c. Skills & Knowledge: Negotiation skills; Presentation skills; People management skills; Time management; Communication, both formal, and informal, HSS Claims Management, Beneficiary and Contract Management.

DUTIES : Monitor the effective running of the Housing Subsidy System; Ensure efficient inert face of the Housing Subsidy System and Housing Subsidy System Portal; Updating the system with information on the approved contracts; Co-ordinate the normalization of housing beneficiaries; Capacitate municipalities and service providers on the usage of the housing subsidy portal; Reconcile HSS and BAS System, Run queries from Microsoft access and tables, to insure integrity of the information on HSS. Update Work In progress. Creation of HSS users. Able to respond to Audit quires relating to HSS system.

ENQUIRIES : Ms. Mphati Mokgadi Tel No: (015) 294 2068

POST 32/241 : **LOCAL COORDINATOR: COMMUNITY DEVELOPMENT PROGRAMME REF NO: COGHSTA 16/22 (X3 POSTS)**
Branch: Cooperative Governance

SALARY CENTRE : R321 543 per annum (Level 08)
: Giyani Municipality
: Ellias Motswaledi Local Municipality
: Musina Local Municipality

REQUIREMENTS : An undergraduate qualification (NQF Level 6) as recognized by SAQA / National Certificate in Community Development. 3 years' experience as community development worker. Core And Process Competencies: Sound and in-depth knowledge of relevant prescripts, application of human resources as well as understanding of the legislative framework governing the Public Service such as: Employment Equity Act, Skills Development Act, Basic Conditions of Employment Act, Labour Relations Act, Public Service Act, Administrative Justice Act, Promotion of Access of Information Act, Public Service Regulations and various Bargaining Council Resolutions. Skills & Knowledge: Negotiation skills; People management; Financial solving; Planning & organizing; Time management; Strategic planning; Policy analysis and development; Good communication skills; Group dynamics Diversity management; Facilitation skills; Co-ordination skills; Leadership skills; Change and knowledge management.

DUTIES : Supervise, identification, facilitation and implementation of integrated development interventions; Supervise and guide community development workers to enhance their performance on community; Keep up to date with new developments in the community development field to enhance service delivery; Supervise and advise community development workers to ensure efficient and effective support service.

ENQUIRIES : Ms. Masha Raesibe Tel No: (015) 294 2068

POST 32/242 : **COMMUNITY DEVELOPMENT WORKER REF NO: COGHSTA 17/22**
Branch: Cooperative Governance

SALARY CENTRE REQUIREMENTS : R211 713 per annum (Level 06)
: Musina Local Municipality
: Grade 12 or Equivalent Core and Process Competencies: Batho Pele principles; public service act; computer literacy; Dynamics, culture and language of the target community. Skills in: Negotiation skills; Presentation skills; People management skills; Time management; communication; Computer skill; Numeracy skill.

DUTIES : Inform and assist communities with access to the services provided by government structures; Determine the needs of communities and communicate these needs to the relevant government structures; Promote networks and enhance the activities of existing local community workers aimed at improved service delivery; Compile reports and documents, as required, on progress, issues attended to, actions taken and outcomes; Keep up to date with regard to all services rendered by government and the processes and mechanisms to access the services; Conduct ward profiling.

ENQUIRIES : Ms. Masha Raesibe Tel No: (015) 294 2068

DEPARTMENT OF PUBLIC WORKS, ROADS AND INFRASTRUCTURE

APPLICATIONS : Department of Public Works, Roads and Infrastructure: Private Bag X9490, Polokwane, 0700 or hand delivered at Works Tower Building, No. 43 Church Street, Polokwane, 0699.

FOR ATTENTION : Head of Department

CLOSING DATE : 16 September 2022 at 16:00

NOTE : Applicants are hereby invited from interested and suitably qualified persons to serve as an Independent Chairperson of the Risk Management Committee for a period of three (03) years. All applications must be accompanied by a comprehensive Curriculum Vitae/ Resume. Certified copies of Identity Document, qualifications as well as a driver's license, will only be submitted by shortlisted candidates to HR on or before the day of the interview.

OTHER POST

POST 32/243 : **INDEPENDENT CHAIRPERSON OF THE RISK MANAGEMENT COMMITTEE**
Branch: Office of the HOD

SALARY : Compensation will be in accordance with the rates as determined by National Treasury. In case the incumbent is a Chartered Accountant, SAICA rates will apply depending on approval given by the Executing Authority. Schedules in this regard are issued annually with a specific hourly or daily rates. All other refundable expenses are based on the department's related policies in line with National Treasury guidelines.

CENTRE : Polokwane

REQUIREMENTS : A Bachelor's Degree and a post-graduate Degree (NQF Level 7) in Auditing/ Risk Management/ Financial Management/ Accounting or Business Administration. 5 – 10 years' managerial experience in one or a combination of the following fields: Strategic Management, Risk Management and/or Auditing/ Financial, Anti-Fraud and Corruption environment, preferably in the Public Service. Previous experience of serving in the Risk Management Committee and /or Audit Committee will be advantageous. Qualifications as a CA/MBA/CIA will be an added advantage Competencies: The ideal candidate must be an independent external person, with excellent knowledge of Risk Management, Corporate Governance, PFMA and Treasury Regulations, Enterprise Wide Risk Management, COSO model and Public Sector Risk Management Framework. The applicant should not be serving on more than three (03) oversight committees.

DUTIES : The primary objective of the Risk Management Committee is to assist the Accounting Officer to discharge of his duties in respect of the risk management with an ultimate aim of achieving the Department's objectives. To chair all Risk Management Committee meetings. Ensure that the Committee meets its obligation to assist the Accounting Officer to discharge his/her duties in respect of risk management with an ultimate aim of achieving the department's objectives. Provide oversight on the review and monitoring of the implementation of risk management framework, policy charter and strategy within the Department. Provide guidance on the integration of risk management into planning, monitoring and reporting processes. Provide advise/ guidance on the setting of risk appetite and review risk appetite, tolerance level and antifraud measures. Lead the committee in conducting its activities in terms of the Public Sector Risk Management Framework, PFMA, Risk Committee and King IV Report on Corporate Governance. Provide proper risk management, together with aspects requiring improvement accompanied by Committee's recommendations to address such issues. Ensure implementation of risk

ENQUIRIES
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maturity model. Perform any other duties of Risk Management Committee as specified in terms of reference (Committee Charter).

: Mr David Kutama Tel No: 015 284 7139

: Term of Appointment: Appointment will be made for a period of three (03) years, subject to renewal at the discretion of the Department. The Chairperson may not serve more than two terms. This is not a full –time appointment. Risk Management Committee has four (04) statutory meetings per annum and additional meetings may be convened by the chairperson as deemed necessary by the Accounting Officer.