

DEPARTMENT OF WOMEN, YOUTH AND PERSONS WITH DISABILITIES

The mandate of the department is to regulate the socio-economic transformation and implementation of the empowerment and participation of women, youth and persons with disabilities.

- APPLICATIONS** : The Director-General, Department of Women, Youth and Persons with Disabilities, Private Bag X931, Pretoria, 0001, or hand delivered at 350 Pretorius Street, Fedsure Forum Building, Tramshed, Pretoria.
- FOR ATTENTION** : Ms L Mabunda
- CLOSING DATE** : 19 December 2022 at 16:00
- NOTES** : Applications must be submitted on the new Z83 form, which can be downloaded at <http://www.dpsa.gov.za/dpsa2g/vacancies.asp>. Applications submitted on the old application for employment (Z83) will not be considered. All fields in the Z83 application form must be completed in full, in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. It is therefore prudent that fields be completed by applicants and the form must be signed noting the importance of the declaration. South African applicants need not provide passport numbers. Candidates must respond "yes" or "no" to the question "Are you conducting business with the State or are you a Director of a Public or Private company conducting business with the State? If "yes", details thereof must be attached to the application. It is acceptable for an applicant to indicate "not applicable" or leave blank to the question "In the event that you are employed in the Public Service, will you immediately relinquish such business interest?". Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the completed and signed Z83 and a detailed Curriculum Vitae. The communication from HR of the Department regarding the requirements for certified document will be limited to shortlisted candidates. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation report (only when shortlisted). Should you not hear from the Department within three (3) months of the closing date of this advertisement, please consider your application to be unsuccessful. The Department reserves the right not to fill and/or make an appointment to any of the advertised posts. Short-listed candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job as part of the selection process, the logistics of which will be communicated by the Department. Successful candidate shall be required to enter into a performance agreement within three (3) months of assuming their duties in the Department, and within one (1) month of the date of their appointment conclude the prescribed contract of employment. Appointments will only be made on the first notch of the advertised salary level. All shortlisted candidates will be subject to personal security vetting. Note that in terms of the Protection of Personal Information Act, 2021, the Department will ensure the protection of applicants' personal information and will only collect, use, and retain applicants' personal information for the purposes of recruitment and selection processes. The Department shall safeguard such personal information against access by unauthorised persons, unlawful disclosure, or breaches. The Department of Women, Youth and Persons with Disabilities is an equal opportunity employer. In the filling of these posts, the objectives of section 195 of the Constitution of the Republic of South Africa and the Employment Equity Act, 1998 (Act 55 of 1998) will be taken into consideration and preference will be given to Women, Youth and Persons with Disabilities.

OTHER POST

- POST 46/302** : **DEPUTY DIRECTOR: RISK MANAGEMENT REF NO: DWYPD/009/2022**
- SALARY** : R766 584 per annum (Level 11), fully inclusive remuneration package
- CENTRE** : Pretoria
- REQUIREMENTS** : An appropriate Bachelor's degree or equivalent qualification in Risk Management/Internal Auditing plus 4 years relevant experience in a Risk Management/Internal Auditing environment. A valid driver's license. Generic

Competencies: Service delivery innovation, Problem solving and analysis, People management and empowerment, Client orientation and customer focus, computer literacy and communication. Technical Competencies: Risk management and auditing practices, Knowledge of Public Financial Management Act, Corporate governance, Development of policies and strategies. IRMSA membership.

DUTIES

: Conduct a risk assessment and a resultant risk profile of the Department. Develop and implement policies, strategies and frameworks on risk management. Align the risk management process to strategic objectives and business plans of the Department. Identify and perform risk management capacity gaps and facilitate/provide risk management training. Monitor and evaluate the status of risk management and adherence to risk management processes within the Department. Coordination and implementation of fraud prevention plans and ethics management. Conduct ethics audits and coordination of fraud risk assessments within the department. Implementation of the department ethics' building management programmes. Maintain a fraud, corruption case records management system. Manage business continuity function of the Department.

ENQUIRIES

: Ms Lizzie Mabunda Tel No: 060 978 1558