

**PROVINCIAL ADMINISTRATION: FREE STATE
DEPARTMENT OF HUMAN SETTLEMENTS**

Free State Provincial Government is an equal opportunity affirmative action employer. It is our intention to promote representatively (race, gender and disability) in the Province through the filling of these posts and candidates whose appointment/promotion/transfer will promote representatively will receive preference.

- APPLICATIONS** : Head: Human Settlements, Human Resource Management Directorate. P.O Box 247, Bloemfontein 9300 OR Applications that are hand delivered must be brought to the foyer of OR Tambo House where they must be placed in the appropriately marked box at: Security Ground Floor, OR Tambo House, St. Andrews Street, Bloemfontein. No applications will be accepted by staff in offices in the building.
- CLOSING DATE** : 21 April 2023 Time: 16H00
- NOTE** : Directions to applicants: Applications must be submitted on the new prescribed form Z.83, obtainable from any Public Service Department or on the internet at <http://www.info.gov.za>. The Z83 should be completed in a manner that allows the selection committee to assess the application based on the information on the form. Applicants are not required to submit copies of qualification and other relevant documents on application but must submit the Z 83 and the detailed Curriculum Vitae. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication. If the certified copies contradict the details on the CV or Z83 form, the candidate will automatically be disqualified and removed from the shortlist. Should the applicant possess a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA) (only when shortlisted). Failure to submit the requested documents will result in the application not being considered. Applicants must indicate the reference number of the vacancy in their application. Should an applicant wish to apply for more than one post, separate applications must be submitted for each post applied for. Applications received after closing date and those that do not comply with these instructions will not be considered. Candidates requiring additional information regarding the advertised post should direct their inquiries to the relevant person as indicated in the advertisement. Note: shortlisted candidates will be subject to criminal record check, citizenship verification, financial /asset record check, qualification /study verification and previous employment verification. Faxed or late applications will NOT be accepted. If you are not contacted within 4 months of the closing date of this advertisement, please accept that your application was unsuccessful.

OTHER POSTS

- POST 12/155** : **RISK MANAGEMENT COMMITTEE CHAIRPERSON REF NO: HS 1/2022**
(Contract for Period of 3 Years)
- SALARY** : The approved remuneration of the Risk Management Committee sittings inclusive of preparation is as follows: Chairperson: R4 317.per day
- CENTRE** : Bloemfontein
- REQUIREMENTS** : Review the institution's risk identification and assessment methodologies, after satisfying itself of their effectiveness in timeously and accurately identifying and assessing the Institution's risks; Evaluate the extent and effectiveness of integration of risk management within the Institution; Assess implementation of the risk management policy and strategy (including plan); Evaluate the effectiveness of the mitigating strategies implemented to address the material risks of the Institution; Review the material findings and recommendations by assurance providers on the system of risk management and monitor the implementation of such recommendations; Develop its own key performance indicators for approval by the Accounting Officer / Authority; Interact with the Audit Committee to share information relating to material risks of the Institution; and Provide timely and useful reports to the Accounting Officer / Authority on the state of risk management, together with accompanying recommendations to address any deficiencies identified by the Committee.
- DUTIES** : The membership of the Risk Management Committee should comprise both management and external members with the necessary blend of skills, competencies and attributes, including the following critical aspects: an intimate understanding of the Institution's mandate and operations; the ability to act independently and objectively in the interest of the Institution; and a thorough knowledge of risk management principles and their application. The chairperson of the Risk Management Committee should be an independent external person, appointed by the Accounting Officer / Authority.
- ENQUIRIES** : Dr. T Ntshangase, Tel No: 051 405 5213