

INDEPENDENT POLICE INVESTIGATIVE DIRECTORATE

The Independent Police Investigative Directorate (IPID) is an equal opportunity and affirmative action employer. It is our intention to promote representatively in terms of race, gender and disability within the Department through the filling of posts.

- APPLICATIONS** : Independent Police Investigative Directorate, National Office Private Bag X 941, Pretoria, 0002 or hand deliver to Benstra Building, 473 Stanza Bopape & Steve Biko Street, Arcadia Pretoria, 0001
- FOR ATTENTION** : Ms. P Mereko Tel No: (012) 399 0000
- CLOSING DATE** : 09 May 2023
- NOTE** : Applicants are not required to submit copies of qualifications and other relevant documents on applications but must submit Z83 and a detailed Curriculum Vitae. Applications quoting the correct reference number must be submitted on the new form Z83, obtainable from any Public Service Department or on the internet at www.gov.za/documents . Received applications using the incorrect application form (old Z83) will not be considered. Each application for employment form must be fully completed, signed and initialled by the applicant. Failure to sign this form may lead to disqualification of the application during the selection process. A recently updated, comprehensive CV as well as a fully completed and initialled new signed Z83 (Section A, B, C & D are compulsory and section E, F and G are not compulsory if CV is attached). However, the question related to conditions that prevent re-appointment under Part-F must be answered. Non-RSA Citizens/Permanent Resident Permit Should you be in possession of a foreign qualification; it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA) (only when shortlisted). All shortlisted candidates for SMS posts will be subjected to a technical competency 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 competency assessment using the mandated DPSA SMS competency assessment tools. Furthermore, the requirements for appointment at Senior Management Service level include the successful completion of Senior Management Pre-entry Programme as endorsed by the National School of Government. Applicants should indicate on their CV's that they have registered or they have completed the Pre-entry Certificate, which can be accessed using the following link: <https://www.thensg.gov.za/trainingcourse/sms-pre-entry-programme>. No appointment will take place without the successful completion of the pre-entry certificate and submission of proof thereof. Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. Due to the large number of applications we envisage to receive, applications will not be acknowledged, if you have not been contacted within three (3) weeks after the closing date of this advertisement, please accept that your application was unsuccessful. Correspondence will be limited to short-listed candidates only. Therefore, only shortlisted candidate for the post will be required to submit the documents on or before the date of the interview. The successful candidate will have to undergo security vetting. His / her character should be beyond reproach. The appointment is subject to security clearance, verification of qualifications and competency assessment (criminal record, citizenship, credit record checks, qualification verification and employment verification). Applicants must declare any pending criminal, disciplinary or any other allegations or investigations against them. Should this be uncovered during / after the interview took place, the application will not be considered and in the unlikely event, that the person has been appointed such appointment will be terminated. The successful candidate will be appointed subject to positive results of the security vetting process. All applicants are required to declare any conflict or perceived conflict of interest, to disclose memberships of Boards and directorships that they may be associated with. The successful candidates will be appointed on a probation period of 12 months and will be required to sign a performance agreement. The suitable candidate will be selected with the intention of promoting representivity and

achieving affirmative action targets as contemplated in the Department's Employment Equity Plan.

OTHER POST

<u>POST 14/90</u>	:	<u>INTERNAL AUDIT PRACTITIONER REF NO: Q9/2023/19</u>
<u>SALARY</u>	:	R269 214 per annum (Level 07)
<u>CENTRE</u>	:	National Office, Pretoria
<u>REQUIREMENTS</u>	:	an appropriate three-year NQF6 Degree /Diploma in Internal Auditing. Three years' full time experience in internal Audit. Valid driver's license. Member of the institute of Internal Auditors of South Africa (IIASA). Knowledge of public service. Knowledge of framework for strategic plans and annual performance plans. Knowledge of international Standard for the Professional Practice of Internal Auditing (ISPPIA). Knowledge of Regulatory Frame Work of the Public Service eg PFMA, Public Service Regulations, National Treasury Regulations and other relevant prescripts. Understanding of project management principles. Understanding of PERSAL.BAS and Logis Systems and any other analytical software. Skill and Competencies: Interpersonal Skills. Good communication skills, report writing skills, analytical skills, computer literacy, planning skills, conflict management and problem solving skills, ability to work under pressure.
<u>DUTIES</u>	:	Provide assistance and input in the development and review of the internal audit plans, policies and procedures. Conduct audit projects and compile draft audit reports. Assist in coordination of audit committee activities, including the provision of the Secretariat Services for Audit Committee Meetings. Assist with the preparation draft Internal Audit Performance reports for submission to the relevant stakeholders and forums. Supervise clerical staff.
<u>ENQUIRIES</u>	:	Mr. E Sebaka Tel No: (012) 399 0000