

## DEPARTMENT OF PUBLIC ENTERPRISES

<b><u>APPLICATIONS</u></b>	:	The Department of Public Enterprises, Private Bag X15, Hatfield, 0028 or hand deliver at 80 Hamilton Street, Arcadia, Pretoria 0008 or by email stated below.
<b><u>FOR ATTENTION</u></b>	:	Human Resources
<b><u>CLOSING DATE</u></b>	:	09 June 2023
<b><u>NOTE</u></b>	:	Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Department will request certified copies of Qualifications and other relevant documents from the shortlisted candidates only which may be submitted to HR on or before the day of the interview. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Correspondence will be limited to shortlisted candidates only. If you have not been contacted within 3 months after the closing date of this advertisement, please accept that your application was unsuccessful. Shortlisted candidates will be subjected to screening and security vetting to determine the suitability of a person for employment. The department reserves the right not to fill these positions. Failure to submit the requested documents will result in your application not being considered. The department reserves the right not to fill these positions. People with disabilities are encouraged to apply and preference will be given to the EE Target.

## OTHER POSTS

<b><u>POST 18/87</u></b>	:	<b><u>ASSISTANT DIRECTOR INTERNAL AUDIT REF NO: DPE/2023/004</u></b> Unit: Internal Audit
<b><u>SALARY</u></b>	:	R424 104 per annum
<b><u>CENTRE</u></b>	:	Pretoria
<b><u>REQUIREMENTS</u></b>	:	Applicants must be in possession of a relevant degree in the field of Accounting / Auditing at NQF level 7 as recognised by SAQA. With at least 3 years' internal audit experience at operational level. Knowledge of the institute of internal Auditors (IIA), International Standards for the professional Practice of Internal Auditing (ISPPIA) and Code of Ethics. Public Finance Management Act and Treasury Regulations, Public Service and Other related government Acts and Regulations. Project Management. Planning and Management skills, interpersonal skills. Interviewing and Investigation skills. Computer Literacy, Analytical Skills and Ability to interact with Management at all levels.
<b><u>DUTIES</u></b>	:	Participate in the development of the 3 year strategic rolling plan and the annual internal audit operational plan for compliance, financial, operational and performance information audits for approval by the Audit and Risk Committee annually before the beginning of the new financial year by participating during the internal audit strategic planning session, identify the key risk areas for the department emanating from current operations as set out in the strategic plan and Annual Performance Plan. Analyse and consider inputs from Management, Auditor General of South Africa, and Audit & Risk Committee in compiling the plan. Participate in the developing a risk based annual internal audit plan for approval. Provide technical assistance with the implementation of the departmental strategic, operational and engagement performance audit plans in accordance with acceptable audit standards and stipulated time-frames. Collect, analyse and interpret data for purposes of the development of the engagement work program. Develop the engagement work program. Provide performance information auditing services and make value added recommendations to enhance the overall performance of the department. Provide technical assistance with the development of findings reports to management and the Audit and Risk Committee. Provide technical assistance with the analysis of implementation risks and implement performance audit engagements accordingly. Follow up on management action plans to address audit findings. Monitor and evaluate the impact of the performance information audit and report thereon. Provide technical assistance with the establishment and maintenance of DPE's internal audit governance structures. Analyse the DPE operational environment and develop tailor made statutory and performance audit instruments and methodologies. Engage with departmental management structures to facilitate an understanding of the importance of the statutory and performance auditing function and it's role to assist line managers

to continuously improve service delivery and value for money aspects. Manage relationships with clients and other stakeholders with objective of achieving improving customer satisfaction. Provide technical assistance with the implementing of the departmental strategic, operational and statutory audit plans in accordance with acceptable audit standards and stipulated time-frames. Collect, analyse and interpret data for purposes of the development of the engagement work program. Develop the engagement work program. Provide technical assistance with the provisioning of statutory auditing services and make value added recommendations to enhance the overall performance of the organisation. Provide technical assistance with the development of findings reports to the Audit Committee. Analyse the implementation risks and implement statutory audit engagements accordingly. Follow up on management action plans to address audit findings. Provide technical assistance with the monitoring and evaluation of the impact of the auditing function and report thereon. Provide technical assistance with the establishment and maintenance of DPE's internal audit governance structures.

**ENQUIRIES**

: Ms Dineo Masilo Tel No: (012) 431-1026  
Applications for this post to e-mail: [recruitdmb@dpe.gov.za](mailto:recruitdmb@dpe.gov.za)

**POST 18/88**

: **STATE ACCOUNTANT: (ACCOUNTING) REF NO: DPE/2023/005**  
Unit: Office of the Chief Financial Officer

**SALARY**  
**CENTRE**  
**REQUIREMENTS**

: R294 321 per annum  
: Pretoria  
: Applicant must be as minimum be in possession of National Diploma in the field of Financial Management Accounting / Financial Management at NQF level 6 as recognized by SAQA and minimum 3 years financial management experience in salaries or payroll in the public service. Sound Knowledge of the Public Finance Management Act and Treasury Regulations will serve as strong recommendation. Thorough knowledge of financial and accounting processes. Well developed verbal and written communication skills with good interpersonal relations. Analytical and innovative thinking and problem-solving ability. Computer literacy (Ms Word, Excel, Outlook, BAS, LOGIS and PERSAL). Ability to work independently and under pressure.

**DUTIES**

: Verification and capturing of deductions and allowances on PERSAL and the calculations thereof. Verification of Key management personnel spreadsheet for input into IFS/AFS. Processing of annual (EMP501) and bi-annual (EMP201) tax returns to SARS. Handling of Departmental Petty Cash, distribution of payrolls as per TR and Processing journals. Management of Debtors. Work as a Departmental Cashier. Clearing of PERSAL Exceptions. Handling of internal and external audit queries.

**ENQUIRIES**

: Mr Benneth Baloyi Tel No: (012) 431 1029  
Applications for this post to e-mail: [recruitbb@dpe.gov.za](mailto:recruitbb@dpe.gov.za)