

DEPARTMENT OF COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS.

FIVE (5) AUDIT COMMITTEE MEMBERS

The Eastern Cape Department of Cooperative Governance calls on all suitable qualified and interested persons to apply for positions to serve as members of Audit Committee for a period of three (3) years with effect from 01 November 2017.

Minimum Requirements: A recognized qualification in Finance, Risk Management, Administration, Law, Auditing or IT. **A NOMINATED CHAIRPERSON MUST HAVE** - A recognized qualification in Finance, Risk Management, Administration, Law, Auditing or IT. Extensive experience in Government / Public Sector. Prior experience serving on Audit Committees. Must have a strong financial Management, Auditing and Risk Management background. Be independent and have knowledge of the status of the position. Have personal qualities and abilities to lead discussions. Ability to encourage participation in deliberations during Committee meetings. Conduct meetings in a manner that demonstrates a desire to establish effective communication with all stakeholders. Extensive leadership skills and prior experience in serving on an Audit Committee of a medium to large organization. Display the highest levels of integrity and objectivity. Be a member of a recognized professional body.

MEMBERS MUST HAVE: A recognized qualification in Finance, Risk Management, Administration, Law, Auditing or IT. Extensive experience in Government / Public Sector. Prior experience serving on Audit Committees. Demonstrate experience in participating in government structures. Have the ability to dedicate time to the activities of the Audit Committee. Have analytic reasoning abilities, good communication skills, and thorough understanding of the regulatory framework within which the Local & Provincial Government operates.

RESPONSIBILITY: Assist the Executive Authority in fulfilling its oversight responsibilities over financial and non-financial reporting, the system of internal control, the audit processes, and the department's process for monitoring compliance with laws and regulations and the code of conduct. Monitor the responses to reported weakness, control deficiencies and make recommendations for improvement. Monitor the development and implementation of action plans and resolutions. The Audit Committee will report directly to the Head of Department and the Executive Authority of the Department.

REMUNERATION: Remuneration of the Audit Committee is determined at the hourly rate in terms of paragraph 22 of the Eastern Cape Provincial Planning & Treasury Instruction No.6 of 2014/2015. Members will be remunerated for preparation and attendance to meetings at prescribed rates.

Closing date: 04 August 2017

APPLICATIONS RECEIVED AFTER CLOSING DATE WILL NOT BE CONSIDERED. NO FAXED APPLICATIONS WILL BE ACCEPTED.

TO OBTAIN MORE INFORMATION ON REQUIREMENTS AND FUNCTIONS: visit www.ecprov.gov.za or www.dpsa.gov.za or www.eclqta.gov.za

DIRECTION TO APPLICANTS

APPLICATIONS: should be directed to The Head of Department: Cooperative Governance & Traditional Affairs; Private Bag X0035, Bhisho, 5605.

Hand deliver To Department: Cooperative Governance & Traditional Affairs; Tyhamzashe Building; Foyer Bhisho and enquires can be directed to Ms. Z. Ndumela at 040-6095351/5352.

NOTE: Applications must be submitted on the Application for Employment Form (Z83) obtainable from any Public Service Department or go to www.dpsa.gov.za/ or <http://ecclqta.ecprov.gov.za> and should be accompanied by a comprehensive CV, including at least two contactable referees, and certified copies of qualifications, driver's license (where applicable) and Identity Document (with an original certification stamp) The Z83 form must be signed by an original signatures. It is the responsibility of applicants in possession of foreign qualifications to submit evaluated results by the South African Qualification Authority (SAQA). All shortlisted candidates will be subjected to a technical exercise that intends to test relevant elements of the job. Applicants must quote the relevant reference number for the post as advertised. If you have not been contacted within three (3) months of the closing date of this advertisement, please accept that your application was unsuccessful. All short listed candidates will be required to undergo pre-employment screening. All the appointments are subject to security vetting results. Failure to submit a comprehensive CV, academic

qualifications and the signed Z83 form will result in the disqualification of the application from the process.