



Province of the
EASTERN CAPE
COOPERATIVE GOVERNANCE
& TRADITIONAL AFFAIRS

Human Resources Management

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1. Two (2) Audit Committee Members

The Eastern Cape Department of Cooperative Governance & Traditional Affairs Calls on all suitable Qualified and interested persons to apply for positions to serve as members of Audit Committee for a period of one (1) year with effect from the date of assumption.

Requirements : A post graduate qualification in Accounting and Auditing, Risk Management, Governance background, Information Communication Technology governance and Legal. At least 5-10 years' experience in government/ public sector. Prior experience serving in audit committees.

Members must: Have an appropriate qualification in Finance, Risk Management, Administration, Law or Auditing. Demonstrate experience in participating in governance structures. Have the ability to dedicate time to the activities of the Audit Committee. Have analytic reasoning abilities, good communication skills, and a thorough understanding of the regulatory framework within which the local and 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 development and implementation of action plans and resolutions. Monitor the responses to reported weakness, control deficiencies and make recommendations for improvement. The Audit Committee will report direct to the Head Of Department and the Executive Authority of the Department

Remuneration : Remuneration of the members of the Audit Committee is determined at the hourly rate in terms of paragraph 20.2.3 of the Treasury Regulations and will be limited to hours per meeting

Applications must be submitted in Z83 form obtainable from any Public Service Department and must be accompanied by certified copies of educational qualifications, Bar coded Identity document and a comprehensive CV. Submit your applications for the attention of **Ms. T. Ngalo** but will be received at the foyer. Post it to the Head of Department, Cooperative Governance and Traditional Affairs, Private Bag X 0035, **Bhisho**, 5605 at 15H30. No fax or e-mailed applications will be accepted.

Selected candidates will be subjected to vetting process and personnel suitability check in terms of minimum information security standard.

NB Communication will be limited only to selected candidates. If you do not hear from us within four (4) months of the closing date, please accept that your application is unsuccessful.

Enquiries should be directed to **Mr S. Meligana** at 040-609 5350/5352/1

Closing Date 29 July 2016