

CALL FOR NOMINATIONS FOR A MEMBER TO SERVE ON THE EASTERN CAPE PROVINCIAL PLANNING & TREASURY AUDIT COMMITTEE (AC)

REF: PPT 14/17

SALARY SCALE

- The salary scale of the members of the audit committee members is determined at an actual hourly rate in terms of the Eastern Cape Provincial Treasury Instruction Note 6 of 2014/15 and will be limited to a maximum of 10 hours per meeting (including preparation and actual meeting attendance); and
- Employees of National, Provincial, and Local governments departments, or agencies and entities of government, serving as AC members will not be entitled to additional remuneration and will only be reimbursed for travelling and subsistence costs.

REQUIREMENTS:

CHAIRPERSON:

- A postgraduate qualification in finance/ administration and governance (internal or external auditing, risk management, IT, HR, performance management) is required with at least 10 years' experience at a senior level; and be a member of a recognised professional body.
- Must have a strong financial management, auditing, and risk management background and appropriate experience in the environment;
- Be independent and have knowledge of the status of the position.
- Have personal qualities and the ability to lead discussions.
- Encourage other members to participate in AC meetings.
- Conduct meetings in a manner that demonstrates a desire to establish effective communications with all stakeholders.
- Have extensive leadership skills and prior experience of serving on an AC of a medium to large organisation.
- Have an active interest in the optimal functioning of the organisation, and display the highest levels of integrity and objectivity.

MEMBERS:

- Minimum requirements is a tertiary qualification in either auditing/ risk management/ governance and administration/ economics with at least 5-10 years' experience in the public sector.
- Demonstrate experience in participating in governance structures.
- Have the ability to dedicate time to the activities of the AC.
- Analytical reasoning abilities, good communication skills, and a thorough understanding of the regulatory framework within which provincial departments operate.
- Knowledge and understanding of the challenges faced.
- Knowledge and understanding of social and infrastructure environments in the public sector.

KEY PERFORMANCE AREAS

- Fulfil the statutory roles of the audit committee in terms of the PFMA, Treasury Regulations and other applicable regulatory frameworks;
- Help to strengthen objectivity and the credibility of financial and operational reporting;
- Monitor the performance of the internal audit activity; and
- Monitor management responses to reported weaknesses, control deficiencies and make recommendations for improvement.

ADDITIONAL:

- To ensure the correct level of focus, and to increase opportunities for diversity, membership at a given point in time will be limited to two audit committees in the Eastern Cape provincial administration i.e. all PFMA institutions;
- The Audit Committee will report directly to the Head of Department and the Member of the Executive Council (MEC);
- The Department will hold a minimum of four (4) Audit Committee meetings per financial year; and
- **Candidates may apply personally or be nominated by another. Nominated candidates need to indicate their acceptance of the nominations to serve on the AC in writing.**

All nominations must be forwarded through one of the following options:

- **Post:** The Director: Human Resources Services, Eastern Cape Provincial Planning and Treasury, Private Bag x0029 ,Bhisho,5605
- **Hand Delivery:** Human Resources Section, Provincial Planning and Treasury, Room No: 3052 3rd Floor: Tyamzashe Building, Bhisho

ENQUIRIES CAN BE DIRECTED TO MR A KARRIEM AT 040 101 0149

CLOSING DATE: 01 AUGUST 2014