



Province of the
EASTERN CAPE
PROVINCIAL TREASURY

2x ASSISTANT DIRECTORS : TRANSVERSAL RISK MANAGEMENT
SALARY NOTCH : R270 804.00 PER ANNUM
REF : PT 15/24

Purpose: To assist the Deputy Director promote and ensure implementation of risk management services in Provincial Departments and Public Entities.

Requirements

A three year Degree/National Diploma in Risk Management / Accounting /Internal Auditing and / or relevant field plus Minimum of 5 years relevant experience of which 3 years must be within Risk management environment. Driver's licence is a prerequisite.

Applicants must possess the following Skills and Competencies: Public Finance Management Act. Risk Management Policies. Governance Practices. Internal Control Systems and ability to monitor risk management activities and programmes. Enterprise Risk Management Concepts, frameworks and methodology. Applied Strategic Thinking. Budgeting and Financial Management. Communication and Information Management. Diversity Management. Impact and Influence. Managing Interpersonal Conflict and Resolving Problems. Planning and Organising. Problem Solving and Decision Making. Project Management and Team Leadership.

KEY PERFORMANCE AREAS

RENDER SUPPORT IN THE DEVELOPMENT AND MAINTENANCE OF THE PROVINCIAL RISK REGISTER: Coordinate compilation provincial risk register. Maintain and update provincial risk register. Assist the development of risk mitigation plans. **ASSIST WITH THE MONITORING, ENFORCING AND REPORTING ON THE IMPLEMENTATION OF THE RISK MANAGEMENT FRAMEWORK:** Render support on the monitoring of bi-annual risk assessments in provincial departments and public entities. Coordinate drafting of oversight reports on the assessments. Assist the development of the risk management plan and assist in the monitoring of implementation. Input on the development of risk management protocols and assist in the monitoring thereafter. Assist with the provision of technical support on risk management to provincial departments and public entities. Coordinate provincial trainings on risk management.

APPLICATION INSTRUCTIONS

- Applications must be submitted on the Application for Employment Form (Z83) obtainable from any Public Service Department or go to www.gov.za and should be accompanied by a comprehensive CV, including at least two contactable referees, and certified copies of qualifications, drivers license (where applicable) and Identity Document (with an original certification stamp, Z83 form must be signed by an original signature)
- It is the responsibility of applicants in possession of foreign qualifications to submit evaluated results by the South African Qualification Authority (SAQA).
- The Department of Provincial Treasury welcomes people with disabilities.
- All short listed candidates will be required to undergo security clearance.
- All the appointments are subject to State Security Agency (SSA) security screening.

Applications can be forwarded through one of the following options:

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

Failure to submit a comprehensive CV, qualifications and the signed Z83 form will result in the disqualification of the application from the process.

Enquiries can be directed to Ms B Ndayi at (040) 1010 072

CLOSING DATE: 08 MAY 2015