



CHIEF AUDIT EXECUTIVE/DIRECTOR: INTERNAL AUDIT SERVICES

**Salary: R719, 613 all-inclusive salary package per annum
(including basic salary – 70% of package), the State's contribution to the
Government Employee Pension Fund (13% of basic salary) and a flexible portion.
The flexible portion can be structured according to the individual's needs. •BISHO**

(REF. PT 13/04)

The position reports directly to the HOD of the Eastern Cape Provincial Planning & Treasury and to the Audit Committee and must ensure that an effective internal audit service is rendered to the Eastern Cape Provincial Planning & Treasury.

REQUIREMENTS: • An appropriate B.Com degree with Auditing or Accounting as major subjects or a three-year National Diploma in Auditing or equivalent qualification • Appropriate six (6) year Internal Audit experience with three (3) year's management experience • A relevant post-graduate qualification with CIA or CA(SA) will be an added advantage • Demonstrable sound knowledge, understanding and application of current internal audit standards and methodology • Knowledge of specialised internal audit services such as IT audits, forensic audits and performance audits • Sound knowledge of CAATS • Preference will be given to candidates with proven analytical, lateral and innovative thinking, problem solving and good communication skills • Candidates should possess relevant core management competencies • A driver's licence • Membership of the Institute of Internal Auditors.

Preference will be given to female candidates and Previously Disadvantaged Individuals.

KEY PERFORMANCE AREAS: • General management of the Internal Audit component including HR and Budget Management • Preparing strategic and operational plans for the unit • Preparing risk based internal audit plans for the Department • Execution of internal audits according to International Professional Practice Framework • Managing performance of subordinates • Reporting to Audit Committee meetings and facilitating such meetings at least on a quarterly basis • Work effectively with external auditors to ensure sufficient and efficient risk and audit coverage • Facilitating training and development of internal audit staff • Contract management of outsourced specialized internal audits • Monitor implementation of internal audit recommendations by the department.

DIRECTOR: INTERLINKED FINANCIAL SYSTEMS

**Salary: R719, 613 all-inclusive salary package per annum
(including basic salary – 70% of package), the State's contribution to the
Government Employee Pension Fund (13% of basic salary) and a flexible portion.
The flexible portion can be structured according to the individual's needs. •BISHO**

(REF. PT 13/05)

REQUIREMENTS: • A bachelor's degree in Information Management Systems/Information Systems/Information Technology plus proven experience in the IT field with five years relevant experience, of which three years should have been at middle management level. Post graduate qualification in Information Systems will be preferred. In-depth managerial understanding of information management systems, technology and government systems. In-depth understanding of Public Sector Financial Management. Ability to manage projects, especially in the Information Systems. Negotiation and management skills relating to the management of business partners. Excellent report writing and presentation skills. A code B driver's licence is essential.

PERSONAL ATTRIBUTES: Adaptability, initiative and creative thinking skills. Excellent verbal, written communication skills and facilitation skills. Ability to lead people in strategic change, teamwork and relationship management. Good presentation skills and the ability to interact with the Provincial Departments and other Provincial Treasury stakeholders. Ability to work under pressure and within very tight deadlines. The candidate will be expected to work outside normal working hours when required.

KEY PERFORMANCE AREAS: • Develop, implement, maintain and capacitate an effective transversal financial systems (BAS, PERSAL, LOGIS) support framework for the 14 departments in the province. Develop and maintain financial systems information and operational plans. Effectively manage business and service level agreements with business partners including SITA. Formulate, implement and enforce financial information systems policies, regulations, standards, norms, circulars and best practice. Strengthen decision making by providing strategic information services. Effectively manage the helpdesk and enhance financial systems portfolio of support services to departments. Manage and implementation of existing financial systems and the change to the new Integrated Financial Systems (IFMS). Monitor compliance with the PFMA, Accounting Policies, Treasury Regulations and other finance related legislation. Manage financial Management capacity and knowledge management programmes. Manage performance agreements of managers reporting to the Director.

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 Planning and Treasury welcomes people with disabilities.
- Shortlisted candidates will be required to undergo competency assessments.
- Females and people with disabilities are encouraged to apply.
- 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 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

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 Mr P. Feni at 040-609 5986/ 5801

Closing Date: 1 MARCH 2013