

**PROVINCIAL ADMINISTRATION: GAUTENG
PROVINCIAL TREASURY**

It is the department's intention to promote equity through the filling of all numeric targets as contained in the Employment Equity Plan. To facilitate this process successfully, an indication of race, gender and disability status is required.



- APPLICATIONS** : Applications must be submitted on a duly New signed Z83 form, comprehensive CV, only shortlisted candidates will submit certified documents. Applications should be submitted at Jobs.gpt@gauteng.gov.za or <http://professionaljobcentre.gpg.gov.za> site or <https://jobs.gauteng.gov.za/>. Z83 and updated CV must be attached. To access the SMS pre-entry certificate course and for further details, please click on the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. For more information regarding the course please visit the NSG website: www.thensg.gov.za
- CLOSING DATE** : 04 November 2024 at 00:00 midnight
- NOTE** : Applications must be submitted on new z83 form, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The Completed and signed form should be accompanied by a recently updated CV only specifying all experience indicating the respective dates (MM/YY) as well as indicating three reference persons with the following information: name and contact number(s), email address and an indication of the capacity in which the reference is known to the candidate. Only shortlisted candidates will be required to submit certified documents on or before the interview date following communication from HR. Suitable candidates will be subjected to Personnel Suitability Checks (criminal record, citizen, credit record checks, qualification, and employment verification). Confirmation of final appointment will be subject to a positive security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Failure to submit all the requested documents will result in the application not being considered. The persons appointed to this position will be subjected to a security clearance. SMS candidates will be required to undergo a Competency Assessment as prescribed by the DPSA. All shortlisted candidates for SMS positions will be required to undergo two (2) technical tests (technical exercise that intends to test the relevant technical elements of the job and the other Integrity (ethical) Conduct Assessment). Gauteng Provincial Treasury (GPT) reserves the right to utilise practical exercises / tests for non-SMS positions and during the recruitment process (candidates who are shortlisted will be informed accordingly) to determine the suitability of candidates for the post(s). GPT also reserves the right to cancel the filling / not to fill a vacancy that was advertised during any stage of the recruitment process. Prospective applicants must please use the new Z83 which is effective as at 01 January 2021.

MANAGEMENT ECHELON

- POST 38/27** : **DIRECTOR: RISK AND COMPLIANCE AUDIT SERVICES REF NO: REFS/021840 (X3 POSTS)**
Directorate: Gauteng Audit Services
- SALARY** : R1 216 824 per annum, (all-inclusive package) consists of 70% Basic salary and 30% flexible portion that may be structured in terms of the applicable rules.
- CENTRE** : Johannesburg
- REQUIREMENTS** : A three-year tertiary qualification (NQF Level 7) as recognised by SAQA in Internal Audit/Auditing/Accounting. A professional qualification e.g. CIA/CA qualification would be an added advantage. 7 years' experience in Internal Audit with 5 years of experience at Middle/Senior Managerial level in Internal Audit.
- DUTIES** : Preparation of a strategic 'business plan' for the cluster taking technical, human resource, administrative and financial aspects into consideration. Compile an audit coverage plan and three-year rolling plan for each department in the cluster, agree the plans with the Accounting Officer of the department and obtain Audit Committee approval of the audit plans. Liaising with and reporting to the Audit Committees. Management of long-term strategic risk based audit plan based on cluster specific audit strategies. The strategic plan should be based on a formalised plan to address the risk identified by risk assessments of the department in the cluster. Quarterly review of long-term plans achievements, amendments, etc. will be done. Detailed knowledge of the Public Finance Management Act (PFMA) and other relevant legislation. Knowledge of international developments and standards in these areas.

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| <u>ENQUIRIES</u> | : | Ms. B. Mtshizana at 060 387 4862 |
| <u>NOTE</u> | : | The position is earmarked to address employment equity in terms of female appointments at Senior Management level. |
| <u>POST 38/28</u> | : | <u>DIRECTOR: GOVERNANCE COMPLIANCE, MONITORING AND EVALUATION REF NO: REFS/021841</u> Directorate: Provincial Supply Chain Management |
| <u>SALARY</u> | : | R1 216 824 per annum, (all-inclusive package) consists of 70% Basic Salary and 30% flexible portion that may be structured in terms of the applicable rules. |
| <u>CENTRE</u> | : | Johannesburg |
| <u>REQUIREMENTS</u> | : | A three-year tertiary qualification (NQF level 7) as recognised by SAQA in Supply Chain Management/Logistics/Public Administration. 5 years of experience at Middle/Senior Managerial level in Supply Chain Management/ Logistics/ Public Administration. Knowledge and experience of the public sector SCM legislative framework. Auditing, evaluation and monitoring of SCM compliance and or experience in all elements of Supply Chain Management. |
| <u>DUTIES</u> | : | To provide oversight and monitor SCM compliance of GPG institutions in line with SCM prescripts. Oversee the assessment of SCM compliance in departments to identify areas of non-compliance in line with SCM prescripts, conduct analysis and evaluation of SCM reports of non-compliance. Oversee the assessment of SCM compliance in public entities to identify areas of non-compliance in line with SCM prescripts, conduct analysis and evaluation of SCM reports of non-compliance. Monitor the implementation of SCM compliance action plans in departments and public entities. Oversee the assessment and status of irregular expenditure requests/condonation applications for departments and entities. Monitor the implementation of the identified risk mitigation within the Directorate and updating of the Risk Register. Identify new strategies to help improve compliance levels. |
| <u>ENQUIRIES</u> | : | Ms. B Mtshizana at 060 387 4862 |
| <u>NOTE</u> | : | The position is earmarked to address employment equity in terms of female appointments at Senior Management level. |
| <u>POST 38/29</u> | : | <u>DIRECTOR: MUNICIPAL FISCAL PLANNING AND POLICY REF NO: REFS/021842</u> Directorate: Municipal Finance Management |
| <u>SALARY</u> | : | R1 216 824 per annum, (all-inclusive package) consists of 70% Basic salary and 30% flexible portion that may be structured in terms of the applicable rules. |
| <u>CENTRE</u> | : | Johannesburg |
| <u>REQUIREMENTS</u> | : | A three-year tertiary qualification (NQF Level 7) as recognised by SAQA in Finance/ Accounting/ Auditing/ Local Government Finance. 5 years of experience at Middle/Senior Management level and exposure to Municipal Fiscal Planning and Policy work. |
| <u>DUTIES</u> | : | Research and policy guidance, development around local government tax and tariff instruments. Managing the provision of Departmental input into policy and legislative processes of various local government authorities and National public service departments, as it relates to local government. Management of the stakeholder engagement process in the development of sector policies and strategies, which must include the necessary and relevant consultation across all levels. Management, drafting and publication of research reports on issues relating to the local government financial governance and finance. Management of the liaisons with all internal, external policy and research stakeholders. Guidance, evaluation and monitoring of the drafting of policy amendments and policy, enhancements pertaining to local government. Management of the preparation of opinion and interpretation of policies. Determine and analyse key economic variables, their interrelations and relevance for the budget through inter alia: Perform periodic analysis, maintenance and update of provincial local government socio-economic indicators in the database. Conduct, coordinate and publish relevant local government publication and research. Provide technical and strategic support in local government socio-economic research, analysis and development. Strategic, Operational and Institutionalise co-ordination, support and guidance to the MFG Branch on its MFMA related functions, oversight and intervention role. |
| <u>ENQUIRIES</u> | : | Ms. B Mtshizana at 060 387 4862 |
| <u>NOTE</u> | : | The position is earmarked to address employment equity in terms of female appointments at Senior Management level. |