



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION
CLOSING DATE: 13 May 2024

NOTE: Interested applicants must submit their applications for employment to the address specified on each post. Applications must be submitted using the newly implemented Z83 form obtainable on the Department of Water and Sanitation's website, under career opportunities or the DPSA website, under vacancies in the Public Service (point 4) and should be accompanied by a comprehensive CV (with full particulars of the applicants' training, qualifications, competencies, knowledge & experience). All required information on the Z83 application form must be provided. Other related documentation such as copies of qualifications, identity document, drivers license etc need not to accompany the application when applying for a post as such documentation must only be produced by shortlisted candidates during the interview date in line with DPSA circular 19 of 2022. With reference to applicants bearing professional or occupational registration, fields provided in Part B of the Z83 must be completed as these fields are regarded as compulsory and such details must also be included in the applicants CV. For posts requiring a drivers license, annotate such details on CV. Failure to complete or disclose all required information will automatically disqualify the applicant. No late applications will be accepted. Shortlisted candidates will be subjected to suitability checks (SAQA verification, reference checks criminal and credit checks). SAQA evaluation certificate must accompany foreign qualification/s (only when shortlisted). Applications that do not comply with the above-mentioned requirements will not be considered. All shortlisted candidates pertaining to Senior Management Services (SMS) posts will be subjected to a technical and competency assessment and a pre-entry certificate obtained from the National School of government is required prior to the appointment. Candidates will be required to complete a financial disclosure form and undergo a security clearance. Foreigners or dual citizenship holders must provide a police clearance certificate from country of origin (only when shortlisted). The Department of Water Sanitation is an equal opportunity employer. In the filling of vacant posts, the objectives of section 195 (1) (i) of the Constitution of South Africa, 1996 (Act No: 108 of 1996) the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act No: 55 of 1998) and relevant Human Resources policies of the Department will be taken into consideration. Correspondence will be limited to short-listed candidates only. If you do not hear from us within three (3) months of this advertisement, please accept that your application has been unsuccessful. Faxed or e-mailed applications will not be considered. The department reserves the right not to fill these positions. Women and persons with disabilities are encouraged to apply and preference will be given to the EE Targets.

POST: ASSISTANT DIRECTOR: COMPLIANCE AND OVERSIGHT REF NO. 130524/10
BRANCH: PROVINCIAL OPERATIONS: FREE STATE
SALARY: R444 036 per annum (Level 9)
CENTRE: Bloemfontein

REQUIREMENTS: A National Diploma / Degree in Auditing or Financial Management. Three (3) to five (5) years supervisory experience in Auditing or Financial Management. Knowledge of Public Service Regulations, the Public Service Act, 1994 (Act 103 of 1994), the Public Finance Management Act, 1999 (Act 1 of 1999) (PFMA), Treasury Regulations and Corporate Governance issues. Experience and sound understanding in internal auditing, auditing principles, risk management. Experience in a compliance environment. Ability to work independently and under pressure. The disclosure of a valid unexpired driver's license and the willingness to travel. Computer literacy in Microsoft Office Suite. Good communication (verbal and written) skills. Problem solving skills. Ability to think strategically. Excellent communication skills. A sound understanding of ERM principles and philosophy. Excellent facilitation skills. Able to organize and motivate others, who in many cases may be in a senior position. Leadership skills. Project management skills. Sound understanding of investigation skills. Sound understanding of anti-corruption strategy and fraud prevention measures. Sound understanding of strategic plan and Annual Performance Plan.

DUTIES: Develop and implement compliance procedures and guidelines. Ensure compliance with legislative requirements. Assist in the identification of operational and strategic risks. Develop risk management strategies; perform risk analysis, risk identification, risk monitoring and risk reporting. Establish, communicate, and facilitate the use of the appropriate ERM methodologies, tools, and techniques. Work with individual Components and Units to establish, maintain, and continuously improve risk management capabilities. Facilitate enterprise-wide risk assessments and monitor priority risks across the organization. Implement planning, execution and reporting of investigation assignments on both Main and Trading Account. Perform pre-audit checks on all documents. Manage and co-ordinate audit-related activities (internal and external). Conduct regular spot checks. Assist management with

investigations into fraud, corruption, and theft in the Provincial office. Promote the culture of professionalism. People management (mentoring, ensuring on the job training and development and conduct appraisal and feedback).

ENQUIRIES: Ms. MZ Letloenyane, Tel No: 051 405 9240

APPLICATIONS: Free State (Bloemfontein): Please forward your application quoting the relevant reference number to Provincial Head, Department of Water and Sanitation, Private Bag 528, Bloemfontein, 9301 or hand deliver at Department of Water and Sanitation, Corner Charlotte Maxeke and East Burger Streets, Bloem-Plaza Building, Second floor. For Attention: Ms. Z Gwetyana