



**DEPARTMENT OF WATER AND SANITATION**

**APPLICATIONS** : Centre: Pretoria: Please forward your applications quoting the relevant reference number to the Department of Water and Sanitation, Private Bag X 350 Pretoria 0001 or hand deliver at Continental Building, Corner of Visagie and Bosman Street, Pretoria. For attention: Mrs L Mabole

**CLOSING DATE** : 26 January 2018 TIME: 16h00

**POST** : **CHAIRPERSON OF THE EXECUTIVE RISK MANAGEMENT COMMITTEE (3 YEAR CONTRACT) – REF NO: 260118/01**

**CENTRE** : **PRETORIA**

**NOTE** : In terms of Section 38 of the Public Finance Management Act of 1999 (PFMA), the Department of Water and Sanitation requires the services of a qualified and interested person to serve as the Chairperson of the Department's Executive Risk Management Committee. The incumbent will advise the Accounting Officer on Enterprise Wide Risk Management (EWRM) in fulfilling its mandate as required by the PFMA.

**MINIMUM REQUIREMENTS :** Must be an independent external person, with extensive knowledge and experience in Risk Management, the Public Finance Management Act, Treasury Regulations, ISO31000, King IV, the COSO Risk Management Framework as well as the National Treasury Public Sector Risk Management Framework. Must have previously served on Risk Management and or Audit Committees. Experience in Risk Management, Financial Management, Information Technology, Anti-Fraud and Corruption and Auditing in the Public or Private Sector.

**QUALIFICATIONS** : A minimum of a Bachelor's Degree and a Post-Graduate Degree in Auditing or Risk Management, with more than 10 years management experience gained from an Audit/Financial or Risk Management environment.

**TERM OF APPOINTMENT:** Kindly note, this is **not** a full time appointment/position. Appointment will be made for a period of 3 years, subject to renewal at the discretion of the Department. The Executive Risk management Committee has four statutory meetings per annum and additional meetings may be convened as deemed necessary. The Chairperson may not serve more than two terms.

**REMUNERATION**

- An appointed member will be remunerated according to the scales approved by the National Treasury, determined on an hourly or daily basis.
- All other refundable expenses are based on the National Treasury Guidelines.

**DUTIES**

**The incumbent's main duties will be to:**

- Ensure that Executive Risk Management Committee (ERMC) functions properly.
- Provide oversight on the review and monitoring of the implementation of risk management framework, policy, charter and strategy within the Department.
- Advise management and the Accounting Officer on risk management at an organisational level.

- Represent the Department in respect of all Enterprise Risk Management-related matters as delegated by the Accounting Officer.
- Provide guidance on the integration of risk management into planning, monitoring and reporting processes.
- Ensure that the department's risk identification and assessment methodologies are reviewed to provide reasonable assurance of completeness and accuracy of the risk registers.
- Provide advice/guidance on setting risk of appetite and review risk appetite and tolerance levels and anti-fraud measures.
- Provide Risk Management Reports to the Accounting Officer and the Audit Committee on a quarterly basis.
- Perform any other duties to the members of the Executive Risk Management Committee as specified in the terms of reference/charter.
- Report annually to the Executive Authority through the Audit and Risk Committee.
- Provide proper and timely reports to the Accounting Officer on the state of risk management, together with aspects requiring improvement accompanied by the Committee's recommendations to address such issues.

#### MANAGEMENT OF THE COMMITTEE

- Take all reasonable steps to ensure the Committee fulfils its obligation and responsibilities.
- Calling and chairing quarterly meetings and special meetings.
- Act as liaison between the Accounting Officer and Audit Committee.
- Maintain an ethical and responsible decision-making framework at committee level and address any potential unethical or dishonest situation or potential conflict of interest brought to his/her attention in a timely and efficient manner.
- Provide overall leadership to the committee without limiting the principles of collective responsibilities of committee decisions.

#### RUNNING OF MEETINGS

- Set the agenda of each committee meeting;
- Chair the meeting of the ERM, take all reasonable steps to encourage participation of all the committee members in the committee meetings and to facilitate free and constructive discussion; and
- Maintain a good working relationship with the Secretariat to ensure that tasks which were to be completed between meetings are completed.

#### Enquiries

- : Mr Chris Du Preez: Telephone number (012) 336 6506
- N.B.** Applications must be accompanied by a comprehensive CV, with certified copies of qualifications and identity document (not older than 3 months). No late, faxed or e-mailed applications will be accepted. Successful applicants will be required to undergo standard Government security clearance procedures and verification of qualifications prior to appointment. Should you be in a possession of foreign qualification(s), it must be accompanied by an evaluation from the South African Qualifications Authority (SAQA). **People with Disabilities are encouraged to apply.**