



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION
CLOSING DATE: 13 OCTOBER 2023

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, driver's 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 driver's 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. A 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. 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 emailed 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:131023/11

BRANCH: PROVINCIAL OPERATION: GAUTENG

SALARY: R424 104 per annum (level 09)

CENTRE: Pretoria

REQUIREMENTS: A National Diploma/bachelor's degree in Auditing or Internal Auditing. Three (3) to five (5) years working experience in Auditing. Knowledge of Public Service Regulations, Public Service Act, Public Finance Management Act, Treasury Regulations and Corporate Governance issues. Experience and sound understanding of internal auditing, auditing principles, and risk management. Experience in a compliance environment. The disclosure of a valid unexpired driver's license. Computer literacy. Good communication skills both (verbal and written). Problem-solving skills. Ability to think strategically. A sound understanding of Enterprise Risk Management principles and philosophy. Excellent facilitation skills. Able to organize and motivate others, who in many cases may be in a senior position. Sound understanding of the framework for the Strategic Plan and Annual Performance Plan. Leadership skills. Project management skills. Sound understanding of anti-corruption strategy and fraud prevention measures. Ability to work independently and under pressure. Willingness to travel.

DUTIES: Develop and implement compliance procedures and guidelines. Ensure compliance with legislative requirements. Compile risk management strategies; perform risk analysis, risk identification, risk monitoring and risk reporting. Establish, communicate, and facilitate the use of the appropriate Enterprise Risk Management 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 accounts. Perform pre-audit checks on all documents. Manage and coordinate audit-related activities. Conduct regular spot checks. Assist management with investigations into fraud, corruption, and theft in the Provincial Office. Promote a culture of professionalism. People management (mentoring, ensuring on-the-job training and development and conducting appraisal and feedback).

ENQUIRIES: Ms. T Mashiloane Tel No: (012) 392 1489

NOTE: Preference will be given to coloured, Indian, and White

APPLICATIONS: Gauteng Provincial Office (Pretoria): Please forward your application quoting the relevant reference number to the Department of Water and Sanitation, Private Bag X995, Pretoria, 0001 or Hand delivered at 285 Francis Baard Street, Bothongo Plaza East Building, 15th Floor Reception. For Attention: Mr. D Masoga