

POST : **DEPUTY DIRECTOR: INTERNAL CONTROL**

SALARY : **R 630 822.00 per annum (Level 12)**

CENTRE : **Pretoria**

REF : **130215/02**

REQUIREMENTS : *National Diploma or degree in Financial Management/ Auditing or equivalent qualification (NQF level 6) with auditing as major subject. Minimum of three (3) to five (5) years relevant experience in a public financial administration, auditing environment, or risk management environment and knowledge of which two to three years should be at junior/middle management level. Knowledge and understanding of following: Public Service Act and Regulation, Public Finance Management Act, Treasury Regulations and guidelines, Management reporting framework, Internal controls and assurance, Departmental strategic objectives, Departmental business processes, Departmental policies and operational procedures, Service level agreements processes, Public service anti-corruption strategy, and fraud prevention measures, government financial systems, principles and practice of financial accounting. SCOA, Computer literate. The successful candidate will possess the following skills: report writing skills, facilitation skills, investigation/auditing skills, and time management skills. Valid driver's licence is essential.*

DUTIES : *Develop and implement department-wide risk, integrity, internal control policies, strategies and reporting framework. Put in place and maintain effective, efficient and transparent systems in internal controls, facilitate the development of recommendations for enhancement/improvement of departmental processes. Strengthen accountability by identifying risks associated with departmental policies and plans. Ensure that policies and procedures are updated. Regularly evaluate internal control systems and making recommendations on the best possible interventions. Put systems in place to prevent and detect unauthorised, irregular, and fruitless and wasteful expenditure. Determine the skills required of the managers and staff to improve controls to manage these risks. Ensure compliance with laws and regulations through regular assessments and reporting on compliance with laws and regulations, thus avoiding damage to department reputation and associated consequences. Manage resources (physical, human and financial). Utilise resources as needed to conduct special investigations and having open communication with departmental internal audit, auditor general and other relevant stakeholders and ensuring that recommendations are implemented.*

ENQUIRIES : *Mr M Hlatshwayo, tel (012) 336 7981*