

DEPARTMENT OF PLANNING, MONITORING AND EVALUATION



- APPLICATIONS** : Applications must be sent to: The Department of Planning, Monitoring and Evaluation (DPME), Attention: Human Resource Admin & Recruitment, by email to [HR@dpme.gov.za](mailto:HR@dpme.gov.za) (please quote the relevant post and reference number) or hand delivered at 330 Grosvenor Street, Hatfield, Pretoria.
- CLOSING DATE** : **03 April 2023 @ 16:30 pm**
- WEBSITE** : [www.dpme.gov.za](http://www.dpme.gov.za)
- NOTE** : The relevant reference number must be quoted on all applications. The successful candidate will have to sign an annual performance agreement and will be required to undergo a security clearance. Applications must be submitted on a signed Z.83 accompanied by a comprehensive 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. Certified copies of qualifications and other relevant documents will be requested from shortlisted candidates only. Applicants will be required to meet vetting requirements as prescribed by Minimum Information Security Standards. The DPME is an equal opportunity affirmative action employer. The employment decision shall be informed by the Employment Equity Plan of the Department. It is the Department's intention to promote equity (race, gender and disability) through the filling of this post(s) Failure to submit the above information will result in the application not being considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Reference checks will be done during the selection process. Note that correspondence will only be conducted with the short-listed candidates. If you have not been contacted within three (3) months of the closing date of the advertisement, please accept that your application was unsuccessful. Shortlisted candidates must be available for interviews at a date and time determined by DPME. Applicants must note that pre-employment checks will be conducted once they are short-listed and the appointment is also subject to positive outcomes on these checks, which include security clearance, security vetting, qualification verification and criminal records. Shortlisted candidates will be required to complete a written test as part of the selection process. For salary levels 11 to 15, the inclusive remuneration package consists of a basic salary, the state's contribution to the Government Employees Pension Fund and a flexible portion in terms of applicable rules. SMS will be required to undergo a Competency Assessment as prescribed by DPSA. All candidates shortlisted for SMS positions will be required to undergo a technical exercise that intends to test the relevant technical elements of the job. The DPME reserves the right to utilise practical exercises/tests for non-SMS positions during the recruitment process (candidates who are shortlisted will be informed accordingly) to determine the suitability of candidates for the post(s). The DPME also reserves the right to cancel the filling / not to fill a vacancy that was advertised during any stage of the recruitment process. Prior to appointment, a candidate would be required to complete the Nyukela Programme: Pre-entry Certificate to Senior Management Services as endorsed by DPSA which is an online course, endorsed by the National School of Government (NSG). The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be sourced by the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Candidates are **required to use the new Z83 (Application for employment)** that is implemented with effect from 1 January 2021. A copy can be downloaded on the website of the Department of Public Service & Administration (DPSA) at [www.dpsa.gov.za](http://www.dpsa.gov.za).

**POST:** **AUDIT COMMITTEE MEMBERS x5 REF NO: 13/2023**  
Three (3) Years contract

**SALARY:** Members of the Audit Committee will be remunerated in terms of National Treasury rates

**CENTRE:** Pretoria

**MINIMUM REQUIREMENTS:**

A B com/ B Degree or Post graduate tertiary qualification in Accounting, Internal Auditing, Risk Management, Law, and Information and Communication Technology. A Master in Business Administration and /or professional qualification such as Chartered Accountant CA/SA, Certified Internal Auditor (CIA), Certified Information Systems Auditor (CISA), and LLB. Applicants must possess extensive executive management / leadership experience in Governance, Risk Management, Internal Controls environment including Financial Management, Organisational Performance Management, Legal, ICT, HR Specialist and Information and Community Technology environments. At least 10 years' experience / exposure in serving in oversight committees. Knowledge of the Public Finance Management Act and Treasury Regulations, and other relevant legislation/policies is essential. Applicants must be a member of a recognised professional body. Applicant must be independent and knowledgeable on the status of their position as a member of the Audit Committee and must not be a political office bearer. Applicants must demonstrate high level of integrity, inquisitiveness, independent judgement, knowledge of public sector risk and control. Ability to offer new perspective. Strong leadership. Ability to promote a conducive and effective working environment / relationship among committee members, executive management, internal and external auditors. Excellent communication skills (verbal and written).

**DUTIES:** Audit Committee will be required to perform oversight responsibilities on governance, information technology governance, risk management, internal controls, legal compliance, external and internal audit, management accounts and annual financial statements. Assist the Accounting Officer/Authority in the effective execution of his/her responsibilities. Audit Committee operate as a collective and regulated by the Public Finance Management Act and Treasury Regulations and Audit Committee Charter. Audit Committee will be required to discharge its roles and responsibilities in accordance with the relevant legislation and the Audit Committee Charter. Ensure that Internal Audit Unit operates in accordance with International Standards for The Professional Practice of Internal Auditing. Build trust and confidence, promote a conducive and effective working relationship among committee members, executive management, internal and external auditors and other stakeholders.

**ENQUIRIES:** Ms S Mbeleki, Tel No (012) 312 0451