



LIMPOPO
PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF
CO-OPERATIVE GOVERNANCE,
HUMAN SETTLEMENTS & TRADITIONAL AFFAIRS

Ref : S 4/1
Enq : Mahlangu VM
Tel No : (015) 294 2046
Date : 17 March 2015

TO : ALL PROVINCIAL HEADS OF DEPARTMENTS
DEPARTMENTAL CIRCULAR NO 03 OF 2015

ADVERTISEMENT OF POSTS: DEPARTMENT OF CO-OPERATIVE GOVERNANCE, HUMAN SETTLEMENTS AND TRADITIONAL AFFAIRS

The Department of Co-operative Governance, Human Settlements and Traditional Affairs is an equal opportunity employer with clear employment equity targets. The Department is committed to providing equal opportunities and affirmative action employment practices. It is our intention to promote representation in terms of race, gender and disability. Women and people with disabilities are encouraged to apply.

1. Applications are hereby invited for the filling of vacant post(s), which exist in the Department of Co-operative Governance, Human Settlements and Traditional Affairs as outlined on the attached Annexure. **The contents of this circular must be brought to the attention of all employees within your Departments.**
2. Applications should be submitted on form Z83 obtainable from all Public Service Departments, accompanied by certified copies of educational qualifications, Identity document and detailed/comprehensive C.V. **Faxed or e-mailed applications will not be considered.** Due to large volume of applications we envisage to receive, unsuccessful applications will not be returned/posted back to applicants.

Note: The contents of this Circular is also available on the following websites www.coghsta.limpopo.gov.za, and www.dpsa.gov.za

3. Applications should be submitted to: The Head of Department; Department of Co-operative Governance, Human Settlements and Traditional Affairs, Private Bag X9485, POLOKWANE 0700 OR Submitted in person to HR Records (Registry), First Floor at 28 Market Street (Next to UNISA).

All General enquiries should be directed to Ms Mahlangu Violet at (015) 294 2046 or Mr Monkoe Mphodi at (015) 294 2223 or Ms Mokhomole Makgano at (015) 294 2286.

CLOSING DATE: 02 APRIL 2015

If you do not receive any response from us within 3 months after the closing date, you may regard your application as unsuccessful.



HEAD OF DEPARTMENT



DEPARTMENT OF
CO-OPERATIVE GOVERNANCE,
HUMAN SETTLEMENTS & TRADITIONAL AFFAIRS

VISION: INTEGRATED SUSTAINABLE HUMAN SETTLEMENTS

The Department of Co-operative Governance, Human Settlements & Traditional Affairs would like to invite suitably qualified candidates who are creative, energetic, self-driven, and hardworking and have a passion for improving the standard of living of citizens of Limpopo, to apply for positions as they appear below.

- 1. POST NAME** : **CHAIRPERSON: RISK MANAGEMENT COMMITTEE**
- SALARY** : **Prescribed rates by the National Treasury (Remuneration of Non Official Members: Commissions & Committees of Enquiry and Audit Committees)**
- CENTRE** : **POLOKWANE**
- SUB DEPARTMENT** : **HOD SUPPORT**
- REFERENCE NUMBER** : **CoGHSTA 38/15**
- REQUIREMENTS** : Chartered Accountant(CA)/Masters in Business Administration (MBA) /Masters of Business Leadership(MBL)/Certified Internal Auditor (CIA)and any relevant degree (Legal, Accounting, Risk Management, Auditing and Financial Management)*Integrity, independence, objectivity , dedication, an intimate understanding of the Department's mandate and operations* Good understanding of the Risk Management and Corporate Governance, Public Finance Management Act and Treasury Regulations, Enterprise Risk Management (ERM), Committee of Sponsoring Organizations of the Treadway Commission (COSO model) and Public Sector Risk Management Framework(PSRMF)*Exposure to the risk management environment for more than 10 years*Exposure of serving on the oversight committee will be an advantage.
- DUTIES** : The candidate will chair the Department's Risk Management Committee, perform duties specified in RMC Charter and provide an oversight role regarding: Monitoring implementation of risk management within the Department* Reviewing relevant risk policies/strategies and other working procedures*Reviewing risk management action plans to be instituted and ensuring compliance with such plans*Integrating risk management into planning, monitoring and reporting processes*Providing expert guideline/advice on the setting of risk appetite and reviewing risk appetite and tolerance levels of the Department*Providing timely and useful reports to the Head of the Department on a quarterly basis and other management committees or other oversight committees*Implementing risk maturity model*Reviewing material findings and recommendations by assurance providers on the system of risk management and monitor the implementation of such recommendations* Interacting with the Audit Committee to share information relating to material risks of the Department.

NOTES: The term of office will be two (2) years subject to renewal at the discretion of the Department. Candidates employed in the public sector will not be remunerated, only Subsistence and Travel allowance will be paid.

ENQUIRIES:

Ms Mahlangu Violet (015) 294 2046

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Applications should be submitted on form Z83 obtainable from all Public Service Departments or at www.dpsa.gov.za and must be completed in full. Certified copies of your identity document, and qualifications as well as a CV must be attached. The specific reference number for the post must be quoted. Failure to submit the required documents will automatically disqualify applications.

Applications should be submitted to: The Head of Department; Department of Co-operative Governance, Human Settlements and Traditional Affairs, Private Bag X9485, POLOKWANE 0700 **OR** delivered personally at 28 Market Street (next to UNISA) Registry Office (First floor).

Short-listed candidates for the above post may be subjected to a Security clearance, and verification of qualifications.

All General enquiries should be directed to Ms Mahlangu Violet at (015) 294 2046 or Mr Monkoe Mphodi at (015) 294 2223 or Ms Mokhomole Makgano at (015) 294 2286.

NB: Faxed or e-mailed applications will not be considered.

Note: Contents of this advert is also on the following websites: www.coghsta.limpopo.gov.za, and www.dpsa.gov.za

CLOSING DATE: 02 APRIL 2015

Communication will only be limited to shortlisted candidates and if you do not receive any response from us within three (3) months after the closing date, you may regard your application as unsuccessful.