



**NORTHERN CAPE PROVINCIAL ADMINISTRATION  
PROVINCIAL TREASURY**

**CHIEF DIRECTORATE: INTERNAL AUDIT AND AUDIT COMMITTEES**

**POST: PROVINCIAL AUDIT COMMITTEE MEMBER**

We are looking for Audit Committee Members in the following Cluster Audit Committees.

**Cluster 1** providing oversight over:

- Department of Education
- Northern Cape Provincial Treasury
- Department of Economic Development and Tourism
- Northern Cape Liquor Board
- Northern Cape Gambling Board
- Northern Cape Tourism Authority
- Northern Cape Economic Development Trade and Investment Promotion Agency.

**Cluster 2:**

- Department of Health
- Department of Social Development
- Office of the Premier.

**Cluster 3:**

- Department of Agriculture, Land Reform and Rural Development
- Department of Cooperative Governance, Human Settlement and Traditional Affairs
- Department of Sport, Arts and Culture
- McGregor Museum
- Kalahari Kid Corporation.

**Cluster 4:**

- Department of Roads and Public Works
- Department of Environment and Nature Conservation
- Department of Transport, Safety and Liaison
- Northern Cape Fleet Management Trading Entity.

**CENTRE:** KIMBERLEY

**REFERENCE:** NCPT/2020/18

**REMUNERATION:** Derived from National Treasury and SAICA Tariffs

**TERM:** 3 year contract

**REQUIREMENTS:** Relevant experience in governance and/or financial management • At least five years executive management experience gained from the Human Resources / Legal / Accounting / IT / Auditing / Risk / Internal Control environment • In addition to the above, candidates should demonstrate experience in participating in governance structures, ability to dedicate time to the activities of Audit Committees • Preference will be given to applicants with experience in serving on Audit Committees of Government Departments.

**SKILLS & KNOWLEDGE:** Analytic reasoning abilities and good communication skills • Interpersonal relations • Tolerance • Productivity • Research methodology skills • Plan and Organise • Project management skills • Report writing • Understanding of PFMA its Regulations, Modified Cash Standards, GRAP and National Treasury practice notes relevant to the Provincial Departments and Public Entities • Knowledge and understanding of the roles of Internal and External Auditors • Understanding Public Service Regulation framework.

**KEY RESPONSIBILITIES:** The Audit Committee is an advisory committee that assist the departments and listed public entities in fulfilling its oversight responsibilities with regard to internal controls, risk management and governance • Assist the Accounting Officer in the effective execution of her/his responsibilities • Regulates and discharge all its responsibilities as contained in the Audit Committee Charter which, outlines the appropriate formal terms of reference • The Audit Committee will meet four times per year.

**ENQUIRIES:** Ms A Naidoo: [andreabiancanaidoo@gmail.com](mailto:andreabiancanaidoo@gmail.com)

The Northern Cape Provincial Administration is an equal opportunity, affirmative action Employer. It is our intention to promote representivity (race, gender and disability) through the filling of these posts, and candidates whose appointment/promotion/transfer will promote representivity will receive preference.

**NOTE:**

The application should be accompanied by a recently updated comprehensive CV as well as an ID Document. Non-RSA citizens/Permanent residents permit holders must attach a copy of their Permanent Residence Permit to their application. All applications, including those submitted via registered mail must reach the department before 16:00 on the day of the closing date. Incomplete applications, or applications received after the closing date will be disqualified. Correspondence will be limited to short-listed candidates only. If you have not been contacted within 3 months of the closing date of this advertisement, please accept that your application was unsuccessful. The department reserves the right not to make appointments to the advertised posts. Women and persons with disabilities are encouraged to apply.

**Applications can be directed to the department as follows:**

**POST TO:**

The Human Resource Manager  
Northern Cape Provincial Treasury  
Private Bag X5054  
Kimberley  
8300

**HAND DELIVER TO:**

Metlife Towers  
Cnr Knight & Stead Street  
5<sup>th</sup> Floor  
Kimberley

**EMAIL APPLICATIONS TO:**

Ncpt-HR@ncpg.gov.za (Please note, emailed applications with all relevant required documentation as stated above, should not exceed a maximum limit of 4 megabytes)

**For Attention: Ms D Barnett**

**CLOSING DATE:**

**18 September 2020**

Please note suitable candidates will be subjected to a satisfactory personnel suitability check (criminal record check, citizenship verification, financial-asset record check, qualification/study verification and previous employment verification. Successful candidates will also be subjected to a security clearance process. Women and persons with disabilities are encouraged to apply.

