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Department:
Public Works, Roads and Transport
North West Provincial Government
Republic of South Africa

Modiri Molema Road
Provincial Head Office
Mmabatho, 2735
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Republic of South Africa
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Website: www.nwpg.gov.za/public_works

DIRECTORATE: HUMAN RESOURCE MANAGEMENT

NORTH WEST PROVINCIAL DEPARTMENT

This Department is an Equal Opportunity Affirmative Action Employer.
It is our intention to promote representativity (race, gender and disability) in the Department through the filling of these posts and candidates whose transfer/promotion/appointment will promote representativity will receive preference. An indication in this regard will facilitate the processing of applications

- APPLICATIONS** : The Head of Department, Public Works, Roads & Transport,
Private Bag X2080, Mmabatho, 2735
- FOR ATTENTION** : **Ms N.V Sebitloane: Office No. 160 1st floor,
New Head Office complex – Old parliament
Building – Modiri Molema Road, Mmabatho**
- NOTES** : (a) Applications must be accompanied by signed Z83 form and a recent updated comprehensive CV as well as originally certified copies of all qualification(s) and ID-document and the names of three referees. Failure to submit the requested documents will result in the application not being considered.
- (b) All qualifications will be verified. Persons in possession of a foreign qualification must furnish this Department with an evaluation certificate from the South African Qualification Authority (SAQA).
- (c) Candidates must indicate the number of the post/reference number in their applications.
- (d) Applications should be forwarded in time to the department since applications received after the closing date indicated below will as a rule not be accepted.
- (e) It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department.
- (f) **Correspondence will be limited to short-listed candidates only. If you have not hear from us within three months after the closing date, please accept that your application has been unsuccessful.**

CLOSING DATE : 08 OCTOBER 2010

POST : DEPUTY DIRECTOR- INTERNAL CONTROL

REF NO : 47/2010

SALARY NOTCH : R378 456 p.a (All inclusive salary package)

CENTRE : HEAD OFFICE

REQUIREMENTS : Qualifications and experience: Bachelor's degree or National Diploma in Commerce, major in Accounting /Audit, three to four years experience in auditing and internal control environment and working in supervisory level. **Knowledge:** In depth knowledge of the PFMA, Treasury Regulations and other government related legislative framework. Risk Management and Internal control methodologies and strategies.
Skills: Auditing, Accounting, Analytical Skills, Communication, Computer skills and Report writing.

Management Principles: Planning, Organizing, Supervising and Leadership.

DUTIES : Develop the internal control operational plan* Review of the Internal Control system within the Department* Manage the conduction of internal audits within the department*Manage the conduction of ad-hoc specialized audits and inspections* Manage and coordinate internal and external audits *Management of staff and Resources.

ENQUIRIES : Mr W.M Molokele Tel. (018) 388 1102

POST : ASSISTANT DIRECTOR- RISK MANAGEMENT

REF NO. : 48/2010

SALARY NOTCH : R192 540 p.a

CENTRE : HEAD OFFICE

REQUIREMENTS : Qualifications and experience: Bachelor's degree, National Diploma in Commerce, major in Accounting /Audit or three to four years experience in auditing and risk management and internal control environment. **Knowledge:** In depth knowledge of the PFMA, Treasury Regulations and other government related legislative framework.Risk Management and Internal control methodologies and strategies.
Skills: Auditing, Accounting, Analytical Skills, Communication, Computer skills and Report writing.

Management Principles: Planning, Organizing, Supervising and Leadership.

DUTIES : Continuously identify emerging department risks *Perform an annual risk assessment as per Treasury Regulation* Assess the risk for fraud and corruption within the department * Put in place policies, strategies, processes and procedures to prevent possible and detect fraud and corruption* Management of staff and Resources.

ENQUIRIES : Mr W.M Molokele Tel.(018) 388 1102

POST : **ASSISTANT DIRECTOR- INTERNAL CONTROL (X 2 POSTS)**

REF No. : **49/2010**

SALARY NOTCH : **R192 540 p.a**

CENTRE : **DR RUTH MOMPATI & BOJANALA DISTRICT OFFICES**

REQUIREMENTS : Qualifications and experience: Bachelor's degree or National Diploma in Commerce, major in Accounting /Audit, three to four years experience in auditing and internal control environment. **Knowledge:** In depth knowledge of the PFMA, Treasury Regulations and other government related legislative framework.Risk Management and Internal control methodologies and strategies. **Skills:** Auditing, Accounting, Analytical Skills, Communication, Computer skills and Report writing.

Management Principles: Planning, Organizing, Supervising and Leadership.

DUTIES : The review of the Internal Control system within the Department. Conducting internal audits within the Department* Conducting ad-hoc specialized audits and inspections*Coordinating internal and external audits*Management of staff and resources

ENQUIRIES : Mr W.M Molokele Tel.(018) 388 1102

POST : **SENIOR STATE ACCOUNTANT: RISK MANAGEMENT (X 2 POSTS)**

REF NO. : **54/2010**

SALARY NOTCH : **R161 970 p.a (SL 08)**

CENTRE : **HEAD OFFICE**

REQUIREMENTS : Qualifications and experience: Standard 10 Certificate and Bachelor's degree, National Diploma in Commerce, major in Accounting /Audit or three to four years experience in auditing and risk management and internal control environment. **Knowledge:** In depth knowledge of the PFMA, Treasury Regulations and other government related legislative

framework. Risk Management and Internal control methodologies and strategies. **Skills:** Auditing, Accounting, Analytical skills, Communication, Computer skills and report writing.

Management principles: Planning, Organizing, Supervising and Leadership.

DUTIES : Continuously identify emerging department risks* Perform an annual risk assessment as per Treasury Regulation* Assess the risk for fraud and corruption within the department* Put in place policies, strategies, processes and procedures to prevent possible and detect fraud and corruption* Management of staff and Resources.

ENQUIRIES : **Mr W.M Molokele**

Tel. (018) 388 1102