



Assistant Director: Internal Control and Compliance (CFO02/2025)

Salary: R424 104per annum

Centre(s): Cape Town

Requirements:

National Diploma (NQF 6) in Auditing, Accounting, Financial Management, or relevant qualification with accounting as major subject. A minimum of three (3) years' experience in internal control/ Supply Chain Management/ Auditing, Financial Management or related field. Knowledge: Demonstrated an in-depth knowledge of the legislative environment applicable to government finance and supply chain management and the development, implementation and monitoring of related policies and procedures within a government environment. Knowledge of relevant prescripts (PFMA, Treasury regulations, BBBEE Act, PPPFA). Knowledge and experience on BAS, LOGIS and PERSAL will be an advantage. Ability to establish and manage financial management systems and controls. Skills: The ability to maintain high levels of confidentiality and to prioritize work in high-pressure environments. Good interpersonal, administrative, managerial skills, communication (verbal and writing) skills. Ability to interpret and evaluating information. Conflict management skills. Skills in policy formulation and review, financial management. Knowledge management and change management. Ability to work independently and in a team. Be able to work under pressure.

Duties:

Investigate irregular and fruitless and wasteful expenditure, identify potential financial risks (inclusive of fraud risks) and facilitate management action to mitigate the identified risks. Test and monitor level of compliance to enabling legislation: PFMA, Treasury Regulations, SCM and HR prescripts by performing assessments and raise findings on areas of concern relating to weaknesses in controls to assist and enhance effectiveness of the process. Monitor the implementation of internal and external audit recommendations based on the audit results. Attend audit steering committee meetings. Monitor the progress of audit recommendations, Coordinate, monitor and report on fruitless and wasteful expenditure registers. Coordinate, monitor and report on irregular expenditure registers. Monitor and strengthen the control environment within the Department through performance of planned internal control assessments, of Quarterly key control assessments and follow through of all data analysis reviews. Co-ordinate the assurance process (e.g., response to external and internal auditor's queries, management responses,

etc.) and facilitate the development and implementation of Departmental action plans to address identified control deficiencies relating to Irregular Expenditure and Fruitless and Wasteful Expenditure. Facilitate the implementation and maintenance of Departmental loss control system and serve as secretariat of the Departmental Loss Control Committee.

Applications: CFO022025@dffe.gov.za

Enquiries: Sandile Madonsela

Attention: Human Resource Management

Closing date: 24 February 2025

- **ALL APPLICATIONS MUST BE SUBMITTED ON** a signed **new Z83 application form** (*click bold underlined text to download PDF form*) obtainable from any public service department accompanied by a recent detailed curriculum vitae only, to be considered.
- Shortlisted candidates will be required to submit certified copies of qualifications, senior certificate, identity document and driver's license on or before the day of the interview.
- **CAPE TOWN, EASTERN CAPE, KWAZULU-NATAL, MPUMALANGA, NORTHERN CAPE, NORTH WEST AND WESTERN CAPE APPLICATIONS MAY BE FORWARDED TO:**
 - The Director-General, Department of Forestry, Fisheries and the Environment. The Director: Integrated Human Resource Management, Private Bag X4390, Cape Town, 8000 or
 - **Hand-delivered to:** 14 Loop Street, Cape Town.
 - Or **can be emailed** to the respective email address quoting the reference number on the subject email.
- It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA).
- The National Department Forestry, Fisheries and the Environment, is an equal opportunity, affirmative action employer. Preference may be given to appointable applicants from the underrepresented designated groups in terms of the department's equity plan. Persons with disabilities are encouraged to apply.
- Correspondence will be limited to successful candidates only.
- Short-listed candidates will be subjected to screening and security vetting to determine their suitability for employment, including but not limited to: criminal records; citizenship status; credit worthiness; previous employment (reference checks); and qualification verification.
- Short-listed candidates will be expected to avail themselves at the department's convenience.
- **ENTRY LEVEL REQUIREMENTS FOR SENIOR MANAGEMENT SERVICE (SMS) POSTS:**
 - In terms of the Directive on Compulsory Capacity Development, Mandatory Training Days and Minimum Entry Requirements for SMS that was introduced on 1 April 2015, a requirement for all applicants for SMS posts from 1 April 2020 is a successful completion of the Senior Management Pre-Entry Programme as endorsed by the National School of Government (NSG) prior to appointment. The course is available at the NSG under the name Certificate for entry into SMS and the full details can be obtained by following the below link: <https://www.thensg.gov.za/training-course/sms-pre-entryprogramme/>
 - Furthermore, shortlisted candidates must provide proof of successful completion of the course.
- All candidates shortlisted for the posts will be subjected to will be subjected to a technical exercise that intends to test relevant technical elements of the job.
 - Following the interview and the technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment in compliance with the DPSA directive on the implementation of competency-based assessments.
- The person appointed to this position will be subjected to a security clearance, the signing of a performance agreement and an employment contract.
- The department reserves the right not to make an appointment.
- If you have not been contacted within three (03) months after the closing date of the advertisement, please accept that your application was unsuccessful.