FREE STATE PROVINCE

FREE STATE PROVINCIAL GOVERNMENT

Free State Provincial Government is an equal opportunity affirmative action employer. It is our intention to promote representativity (race, gender and disability) in the Province through the filling of these posts and candidates whose appointment/promotion/transfer will promote representativity will receive preference.

FREE STATE PROVINCE

DEPARTMENT OF ECONOMIC, SMALL BUSINESS DEVELOPMENT, TOURISM AND ENVIRONMENTAL AFFAIRS

Directions to applicants Applications must be accompanied by certified copies of qualifications, driver's license, identity document and a C.V. Qualification certificates must not be copies of certified copies. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered/ e-mailed timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and must please attach proof of the level of their qualifications after evaluation on all applications. Applicants are respectfully informed that if no notification of appointment is received within 2 months of the closing date, they must accept that their applications were unsuccessful. Please take note that communication will only be limited to short-listed candidates. The department reserves the right not to appoint.

CLOSING DATE: 28 FEBRUARY 2017 at 16:00

INVITATION TO SERVE ON THE AUDIT COMMITTEE (5 MEMBERS)

The Department of Economic, Small Business Development, Tourism and Environmental Affairs (DESTEA), an institution supporting constitutional democracy established in terms of Chapter 9 of the Constitution of the Republic of South Africa, hereby invites applications from suitably qualified persons to serve as members of its Audit Committee.

In accordance with Section 38 of the PFMA, the DESTEA seeks to appoint suitably qualified professionals to serve as Audit Committee Members from 1 August 2017 for a period of 3 years ending 31 July 2020.

SKILLS:

• Chartered Accountants or Certified Internal Auditors • Expertise in internal and external audit, accounting, financial management, project management, risk management, human resources, information and communication technology, governance, legal, tourism, environmental and economic development.

QUALITIES:

• Professionalism • Independence and Integrity • Objectivity • Willingness to dedicate time • Communication skills.

MEETING INTERVALS:

The Audit Committee of the DESTEA meets at least four times per annum but if circumstances demand, special meetings may be held.

REMUNERATION:

Audit committee members are remunerated per meeting for preparation and attendance at a rate in accordance with Treasury Regulations T20.2.2. as per National Treasury Directive.

DUTIES:

• Members will, amongst other duties, perform the following: • Manage the functional performance of Internal Audit quarterly • Review the annual financial statements • Review the effectiveness of internal controls, risk management, adequacy, reliability and accuracy of financial information • Review performance of the DESTEA against their approved targets and ensure effective performance evaluation and management • Oversee effective corporate governance, including compliance with the PFMA and other applicable legislation and best practice • Review internal audit plan • Review management's resolutions of internal and external audit findings.

The Audit Committee may be required to respond to the DESTEA in terms of any issues raised by the Auditor-General in the audit report or carry out investigations on the DESTEA's financial affairs.

Interested applicants must submit a covering letter, Curriculum Vitae, proof of qualifications and experience and contact details of two referees to: The Head, Department of Economic, Small Business Development, Tourism and Environmental Affairs.

Enquiries: Me M Mokone

Tel.: 051 4004723

Closing date: 28 FEBRUARY 2017

APPLICATIONS:

Applications must be forwarded to the Head of Department: Economic, Small Business Development, Tourism and Environmental Affairs, Private Bag X20801, Bloemfontein, 9300 or delivered by Hand to Ms. K Molusi/ Ms. M.A. Parkies in Room 105, 1ST floor North Wing, Agriculture Building, 98 Zastron Street, Bloemfontein, Tel: 051 4004869 or alternatively they can be e-mailed for the attention of Ms. M Mokone at mokonem@detea.fs.gov.za.