



HEAD OFFICE - HUMAN RESOURCE ADMINISTRATION

PHYSICAL ADDRESS – Albertina Sisulu Building • No 7 Beatrice Street, King Williams Town • 5600 •

POSTAL ADDRESS : Private Bag X0039 Bhisho 5606 | REPUBLIC OF SOUTH AFRICA

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ANNEXURE N

PROVINCIAL ADMINISTRATION: EASTERN CAPE SOCIAL DEVELOPMENT

Applications can be forwarded to the following email: recruitment@ecdsd.gov.za: No hand delivered applications will be accepted. Enquiries can be directed to Mr Y Singqandu 043 605-5042.

CLOSING DATE: 22 August 2025

NOTE: Applications must be submitted on the Z83 and a comprehensive CV, indicating three reference persons: Name and Contact Numbers, A relationship with reference. Certified copies of qualifications will be requested from shortlisted candidates. Applicants must note that further checks will be conducted once they are shortlisted and that their appointment is subject to the outcome of these checks including security clearance, security vetting, qualification verification and criminal checking. Note that correspondence will only be limited to the shortlisted candidates. If you have not been contacted by the department within three (3) months of the closing date of the advertisement, please accept that your application was unsuccessful. We thank all applicants for their interest. All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the department. 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 competency assessment will be testing generic managerial competencies using the mandated DPSA SMS Competency assessments tools. NB: People with disabilities, whites, coloureds and Indians are encouraged to apply.

POST NAME: AUDIT COMMITTEE MEMBER (REF NO: DSD B1/05/2025) (X2 POSTS)

SALARY: Appointment and Remuneration will be in accordance with the Provincial Treasury Instruction Note No.6 of 2014/15 -Framework for Appointment and Remuneration of Audit Committee Members.

CENTRE: King Williams Town

REQUIREMENTS: National Senior Certificate plus a B Degree in Social Work / Social Sciences, Community Development, Developmental Studies, Public Management / Administration, Business Management / Administration and Law or a combination of the above or any other relevant qualification to the services provided by the Department of Social Development. A candidate must have operated at a minimum level of a Director of an organisation for a minimum of five (5) years. Served in the Audit Committee or any governance structures for a minimum of two (2) years. Be a member of the South African Council for Social Service Professionals (SACSSP) or Legal Practice Council (LPC), the South African Association for Public Administration and Management (SAAPAM) or a recognized body or institute for Corporate Governance in South Africa. Candidate must not be currently employed by any national or provincial department, municipality, municipal entity, or public entity listed under Schedules 1, 2, 3A, 3B, 3C, or 3D of the PFMA. Understanding of the oversight regulatory framework governing the public sector, e.g., Public Finance Management Act, Treasury Regulations, Public Service Act, Public Service Regulations, and the Planning and Reporting Framework.

COMPETENCIES: Candidates should have expert knowledge and experience in executive management in Governance and Internal Controls environment with exposure to serving in the oversight Committees. Be independent and knowledgeable with experience in participating in the governance structures. Be able to dedicate time to the activities of the Audit Committee. Have strong analytical abilities, persuasion, and good communication skills. A high level of integrity, inquisitiveness,



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and independent judgment is required to identify, define, and solve problems by analysing situations and applying critical thinking. Applied strategic thinking: Must be able to operationalise and implement the strategic imperatives and policies.

DUTIES: Monitor and review performance & effectiveness of the Internal Audit Function, including approval of Internal Audit Services Coverage Plans & Policies. Review AGSA's independence and objectivity and the effectiveness of the audit process. Review AFS for abnormal and/or significant transactions of the entity and the disclosure thereof in the AFS and advise. Consider the Entity's risk and ethics management strategies and

policies and advise management. Monitor and review the financial and non-financial performance of the Department against service delivery expectations. Review the adequacy and effectiveness of the internal control and governance systems. Review compliance with legal and regulatory provisions. Consider ICT infrastructure and systems in place for effectiveness in the delivery of services. Audit Committee will report directly to the Head of Department and the Member of the Executive Council (MEC) of the Department of Social Development. Preference will be given to candidates with experience in the ICT operations, Core Business-related operations, or Strategic Management, Monitoring & Evaluation.

MS A BOOI
DIRECTOR: HUMAN RESOURCE ADMINISTRATION

04/08/2025

DATE