



OFFICE OF THE CHIEF JUSTICE  
REPUBLIC OF SOUTH AFRICA

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188 14<sup>th</sup> Road, Noordwyk, Midrand, 1685, Johannesburg  
Private Bag X10, Marshalltown, 2107 Tel: (010) 493 2500

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## **INVITATION TO SERVE ON THE AUDIT AND RISK COMMITTEE (5 MEMBERS) OF THE NATIONAL DEPARTMENT: OFFICE OF THE CHIEF JUSTICE (REF. No. 02/2017)**

The Office of the Chief Justice (OCJ) hereby invites applications from suitably qualified and interested individuals to serve on its Audit and Risk Committee (ARC) in terms of the Public Finance Management Act, 1999 (Act 1 of 1999 and the Treasury Regulations).

Successful applicants will be remunerated in accordance with the requirements of Treasury Regulations and SAICA/AGSA tariffs. Appointment is for a period of three (3) years and will be underpinned by the Audit and Risk Committee Charter (Terms of Reference) and each successful applicant will be required to enter into a contract which sets out their duties and responsibilities.

### **Requirements:**

A Bachelor's degree and more than ten (10) years in senior management experience in any of the following fields preferably in the public sector: Auditing (Internal and External); Accounting; Risk Management; Financial Management; Information Technology; Knowledge of Information Technology Governance; Legal and Compliance; Project Management. A professional qualification will serve as an advantage • Registration as CIA /CISA /CA /Finance professional in good standing with SAICA; or admission as an Attorney or Advocate or Risk Management Profession and other relevant and equivalent professional regulatory body • Knowledge of the judicial and justice system, and exposure to the legal fraternity will serve as an advantage • Knowledge, understanding and exposure to relevant prescripts / policies (Public Finance Management Act, 1999, Treasury Regulations and other relevant prescripts) and governance best practices • Extensive leadership and experience in serving on Audit Committees • Independence, Integrity, Reliability and dedication of time and energy to serve the OCJ • Applicants must not be conducting business with the OCJ • Excellent communication and interpersonal skills.

### **Responsibilities:**

The Audit and Risk Committee (ARC) will carry out its responsibilities as legislated by the Public Finance Management Act, 1999 and the Treasury Regulations, and operate according to its approved Charter • The ARC will fulfil its oversight responsibilities to ensure that the OCJ maintains effective, efficient and transparent systems of financial, risk management, governance, performance evaluation and internal control • The ARC will amongst others, review the effectiveness of the Internal Audit activity and provide direction;

review the work of external auditors; the OCJ's financial statements and performance information; and monitor compliance with legislation • Advise the OCJ on enterprise wide risk management and monitor mitigation strategies • Advise on Ethics and Integrity processes including fraud prevention strategies • Act as independent adviser to the Accounting Officer on matters relating to, inter alia, internal audit; internal control; risk management; accounting policies; financial and non-financial information; effective governance and compliance with applicable legislation and prescripts • Assist the Accounting Officer in the effective execution of his/her responsibilities by reporting and making recommendations to the Accounting Officer • Review any reports released by the internal and external auditors and Management's response thereto • Ensure that a combined assurance model is applied to provide a coordinated approach to all assurance activities • Report annually to the Executive Authority on the status of risk management, governance and controls within the Office of the Chief Justice.

**Enquiries: Mr. Ranako Mabunda, (010) 493 2500/2519**

**Application Procedures – Note:** the following is required with regards to candidates: Application must be submitted in writing and must contain the following: Detailed Curriculum Vitae, motivation for appointment, certified copies of the identity document and qualifications obtained; and verification of foreign qualifications by South African Qualification Authority (SAQA) • Background verification, including criminal records and citizenship checks, will form part of the selection process • Preference will be given to candidates whose appointment will enhance representivity • Correspondence will be limited to short-listed members only • No late application will be accepted.

Strict compliance with the application requirements and procedure will be adhered to.

**Applications may be: Hand-delivered to the OCJ Head Office, 188 14<sup>th</sup> Road, Midrand, Noordwyk 1685 OR posted to Private Bag X10, Marshalltown, 2107.  
E-mailed applications are not permissible.**

Please note that only short-listed candidates will be contacted, if you have not heard from us within three (3) months of submission of your application, please consider it unsuccessful.

**Closing Date: 31 March 2017**