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The President of the Republic of South Africa proclaimed, by Proclamation No 44 of 2010, the establishment of the Office of the Chief Justice (OCJ) as a National Department on 23 August 2010 to support the Chief Justice as the Head of the Judiciary and the Head of the Constitutional Court. The services of the following dynamic person/s are required to capacitate the Office:

REFERENCE : 2019/580/OCJ

POST : CONTRACT INTERNAL AUDITOR-DATA ANALYTICS
(Contract valid until 31 March 2020)

CENTRE : NATIONAL OFFICE (MIDRAND)

LEVEL : 8

SALARY : R316 719 per annum plus 37% in lieu of benefits. The successful candidate will be required to sign a performance agreement.

REQUIREMENTS:

- An undergraduate qualification (NQF level 6/7) in Information Systems/Informatics/Computer Science/Internal Audit/data analytics environment.
- A minimum of 2-3 years IT audit experience demonstrating thorough knowledge and expertise in data analytics (CAATS), and use of any analytical tools.
- Ability to engage with business and IT (technical) to obtain required information.
- A valid driver's licence.
- Additional professional certification relating to IT audit domain such as Certified Financial Systems Auditor (CFSA), Certified Information System Auditor (CISA), Certification in Control Self-Assessment (CCSA) or Certified Government Auditing Professional (CGAP). A Certified Internal Auditor (CIA) will be an added advantage.
- Understanding risks and controls.

TECHNICAL KNOWLEDGE/COMPETENCIES:

- Business Process Analysis, Information and Data Analysis, application of audit Technology/CAATs.
- Knowledge of Business Process re-engineering principles and procedures.
- Experience in data models and reporting packages.
- Ability to analyse large datasets.
- Ability to write comprehensive reports.
- Strong verbal and written communication skills.
- Analytical mind and inclination for problem-solving.
- Attention to detail.



BEHAVIOURAL AND SKILLS COMPETENCIES:

- Client Service Orientation.
- Effective communications skills (written and verbal).
- Concern for Quality and order.
- Time management and ability to work under pressure.
- People Development and Management.
- Result Orientation.
- Problem Solving and Analysis.
- Resource Planning.
- Presentation skills.

KEY PERFORMANCE AREAS:

- Engaging with systems and data owners, administrators, IT and business units in understanding processes and workflows Collecting, interpreting data and analysing results.
- Working alongside teams within various units to design applicable scripts for their business needs.
- Defining new data collection and analysis processes.
- Assisting with Internal Audit Management reports where information is collated and presented in graphical or statistical formats.

ENQUIRIES: Ms S Tshidino/Ms L Mothemane Tel No: (010) 493 2635/2533

APPLICATIONS: Quoting the relevant reference number, direct your application to:
The Director: Human Resources, Office of the Chief Justice, Private Bag X10, Marshalltown, 2107 or hand deliver applications to the Office of the Chief Justice, Human Resource Management, 188, 14th Road, Noordwyk, Midrand, 1685.

CLOSING DATE: **04 OCTOBER 2019**

NOTE: In the filling of the advertised posts, the objectives of the Constitution of South Africa, 1996 and the staffing policy of the Public Service broadly will be taken into consideration. Applications must be submitted on form Z83, obtainable from any Public Service Department. A completed and signed form Z83 must be accompanied by a recently updated comprehensive CV as well as certified copies of all qualification(s), identity document and driver's license. A SAQA evaluation report must accompany foreign qualifications. Applications that do not comply with the above-mentioned requirements will not be considered.

The Office of the Chief Justice is an equal opportunity employer. In the filling of vacant posts, the objectives of section 195 (1)(i) of the Constitution of South Africa, 1996 (Act 108 of 1996), the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act 55 of 1998) and relevant Human Resources policies of the Department will be taken into consideration. The successful candidate/s will be subjected to Pre-Vetting (Pre-Screening). Financial records will only be checked and considered for applicants applying for Finance related posts. Upon appointment, applicants will be subjected to vetting with the purpose of determining their security competency.



All candidates selected for SMS posts must undergo a competency assessment after the interview. If you do not hear from us within 3 months of this advertisement, please accept that your application has been unsuccessful. The Department reserves the right not to fill this position.

We welcome applications from persons with disAbilities 

