



188, 14th Road, Noordwyk, Midrand, 1685
Private Bag X10, Marshalltown, 2107
Tel: +27 10 493 2500 (Switchboard)
E-mail: info@judiciary.org.za
www.judiciary.org.za

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.

INVITATION TO SERVE ON THE AUDIT AND RISK COMMITTEE OF THE NATIONAL DEPARTMENT: OFFICE OF THE CHIEF JUSTICE

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.

REFERENCE : **2019/647/OCJ**

REMUNERATION : Successful applicants will be remunerated in accordance with the requirements of Treasury Regulations and SAICA/AGSA tariffs.

PERIOD OF APPOINTMENT: Appointment is for a period of three (3) years from 01 May 2020 to 30 April 2023 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.

REQUIRED MEMBERS : 4 Members

REQUIREMENTS:

- A minimum three-year Bachelor's degree.
- More than ten (10) years in Senior Management experience in any of the following fields preferably in the Public Sector: Auditing (Internal and External); Law; Accounting; Risk Management; Financial Management; Human Resource Management; Information and Communication Technology (ICT) and Corporate Governance;
- Knowledge of Project Management.
- Professional membership and good standing status is a requirement i.e. SAICA, IRMSA, CISA, BCI, IIA (SA); Legal Practice Council; GCB; ISACA; ACFE etc.
- 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 and Risk 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
- Knowledge of the judicial and justice system, and exposure to the legal fraternity will serve as an advantage

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

APPLICATIONS: Quoting the relevant reference number, direct your application to:
The Chief Director: Human Resources, Office of the Chief Justice, Private Bag X10, **MARSHALLTOWN**, 2107. Applications can also be hand delivered to the Office of the Chief Justice, Human Resource Management, 188 14th Road, Noordwyk, Midrand, 1685. **E-mailed applications are not permitted.**

CLOSING DATE: 13 December 2019

NOTE: In the filling of the advertised posts, the objectives of the Constitution of South Africa, 1996 will be taken into consideration. Applications must be submitted with a covering letter accompanied by a recently updated comprehensive CV as well as certified copies of all qualification(s), identity document and driver's license. All the certified copies must not be older than three (3) months old. 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 vacancies, the objectives of section 195 (1)(i) of the Constitution of South Africa, 1996 (Act 108 of 1996) and the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act 55 of 1998) will be taken into consideration. The successful candidate/s will be subjected to Pre Vetting (Pre-Screening). Upon appointment applicants will be subjected to vetting with the purpose of determining their security competency. 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.

We welcome applications from persons with disAbilities 

