



# LIMPOPO

PROVINCIAL GOVERNMENT  
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF  
**SPORT, ARTS & CULTURE**  
**HEAD OFFICE**

Confidential

Ref: S4 /1/1  
Enq: Ramavhanda ND  
Date: 13 July 2021

TO: ALL HEADS OF DEPARTMENTS AND STAFF  
LIMPOPO PROVINCIAL ADMINISTRATION

**ADVERTISING OF POST CIRCULAR NO 03 OF 2021 LIMPOPO DEPARTMENT OF  
SPORT, ARTS AND CULTURE (DSAC)**


1. Applications are hereby invited for the filling of vacant post, which exist in the Department as outlined on the attached document, **Annexure A**.
2. Applications for **Independent Risk Management Committee Chairperson** must be submitted on new Z83 form obtainable from any Public Service Department / Institution or can be downloaded from [www.dpsa.gov.za](http://www.dpsa.gov.za).
3. **Applications Forms must be completed in full, signed and accompanied with the following documents: a copy of Curriculum Vitae, certified copies of an Identity Document and Educational qualifications.**
4. Applications without attachments will not be considered. A specific reference number for the post applied for must be quoted in the space provided.
5. All applications should be submitted to **The Head of Department, Department of Sport, Arts and Culture, Private Bag X 9549, POLOKWANE, 0700** or submitted by hand at 21 Rabe street, POLOKWANE, 0699. Enquiries: Mr Musia 015 284 4143, Ms Maphoto V 015 284 4325 and Ms Ramavhanda N.D @ 015 284 4038. **Faxed or emailed applications will not be considered.**
6. The contents of this circular must be brought to the attention of all interested candidates. All short-listed applicants will be subjected to security screening, verification of qualifications and must provide their original certificates of the qualification and Identity Document on the day of the interviews for verification purposes.

21 BICCARD ST, POLOKWANE, 0699. Private Bag X9549, POLOKWANE, 0700  
Tel: (015) 284-4000 • Fax: (015) 284-4508  
Website: [www.limpopo.gov.za](http://www.limpopo.gov.za)

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**The heartland of South Africa – Development is about people!**

7. Applicant (s) recommended for appointment will be subjected to all vetting procedures.
8. The closing date is **06 August 2021** at 16h00. Applications received after the closing date will not be accepted. For more information regarding the requirements and duties in respect of the position, please visit our website at [www.sac.limpopo.gov.za](http://www.sac.limpopo.gov.za). Click on vacancies and ensure you follow the correct link for the position of interest.
9. If you do not receive any response from us within three (3) months after the closing date, regard your application as unsuccessful.
10. DSAC is an equal opportunity and affirmative action employer. Women and people with disabilities are encouraged to apply.

  
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**Acting Head of Department**  
**Mr FP Mushwana**

*13/07/2021*  
.....  
**Date**

**Post : Independent Risk Management Committee Chairperson**

**Reference : DSAC 01/2021**

**Directorate : Risk Management Unit**

**RENUMERATION: Compensation will be in accordance with rates as Determined by the National Treasury and DPSA. Schedules in this regard is issued annually with Specific hourly or daily rates.**

**STATION : Head Office (Polokwane)**

**PERIOD : 03 Years contract (36 months)**

**Requirements for Risk Management Chairperson will be as follows:**

- The ideal candidate should have relevant bachelor's Degree (commerce, Law, Auditing and or Risk management) and further experience as CIA/MBD, MBL with five years management experience gained from Audit/finance/Risk management environment.
- Experience in or knowledge of the PFMA, COSO framework, Public Sector Risk Management Framework and any other applicable Laws will be considered as an additional advantage.
- In addition to the above, the candidate should demonstrate experience in participating in Governance structure, ability to dedicate time to the activities of Limpopo Department of Sport, Art and culture's Risk Management.
- Have an inquisitive personality within reasonable levels of probing, analytical reasoning abilities and good communication skills, and a fair understanding of the regulatory framework within which Provincial Departments operate.
- The candidate must not be in the employ of the Government.

**Key responsibilities:**

- Assist the Accounting Officer to discharge his/her duties in respect of Risk Management with an aim of achieving Department's objectives.
- Review and monitor implementation of Risk Management Framework, Policy, Charter, Strategy within the Department.
- Ensure the integration of Risk Management into planning, monitoring, and reporting processes.
- Provide advice/guidance on setting risk appetite and review of risk appetite and tolerance levels.
- Monitor the implementation of Risk management process in line with Public Sector Risk Management Framework, PFMA, Risk Committee Charter and King Iv report on Corporate Governance.

- Ensure compliance to the statutory requirements and Risk management best practices.
- Chair all Risk management Committee meetings.
- Ensure that the committee meets its obligation and compile quarterly reports to the Accounting Officer.

#### **Notes**

- Appointments will be made for a period of three (03) years.
- The Risk management Committee will have four (04) statutory meetings per annum and additional meetings may be convened if deemed necessary by the Chairperson.
- The application to be accompanied by certified copies of Comprehensive curriculum vitae, educational qualifications. Identity documents and, should be submitted on Z83 forms obtainable from all Government Departments, applications should be addressed to Head of Department, Department of Sport, Arts and Culture. 21 Biccard Street, Private Bag x9549, Polokwane, 0700.

The successful candidates must be willing to sign Oath of secrecy with the Department and performance agreement. All appointments are subject to personnel suitability checks (Criminal records, credit record and security vetting).

#### **Remunerations:**

- Remuneration of this position will be as per National Treasury Remuneration of non-official members (Commissions, Committees of enquiry and Audit Committee) and DPSA Hourly Fee Rates for Consultants.