

National Department of Tourism

The Department of Tourism is an equal opportunity, affirmative action employer. It is our intention to promote representivity (race, gender and disability) in the Department through the filling of these posts.

APPLICATIONS: Applications, quoting the relevant reference number must be forwarded for the attention of **Mr R Hobyani** to Department of Tourism, Private Bag X424, Pretoria, 0001 or hand deliver at Tourism House, 17 Trevenna Road, Sunnyside, Pretoria, 0001

CLOSING DATE: **02 September 2016 at 16h30 (E mailed, faxed and late applications will not be considered)**

NOTE: In order to be considered, applications must be submitted on a fully completed signed Z83 form, accompanied by all required certified copies of qualifications, identity document, proof of citizenship/permanent residence, if not an RSA citizen and a comprehensive CV (including three contactable references). It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). All instructions on the application form and this advert must be adhered to. Failure to comply with these requirements will result in the candidate being disqualified. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of this advertisement, please accept that your application was unsuccessful. The Department reserves the right not to make an appointment. Short-listed candidates will be subjected to screening and security vetting and may further be subjected to competency testing to determine the suitability of a person for employment.

POST: **DEPUTY DIRECTOR: ENTERPRISE RISK MANAGEMENT (NDT20/2016)**

SALARY: R 612 822 per annum (an all-inclusive remuneration package)

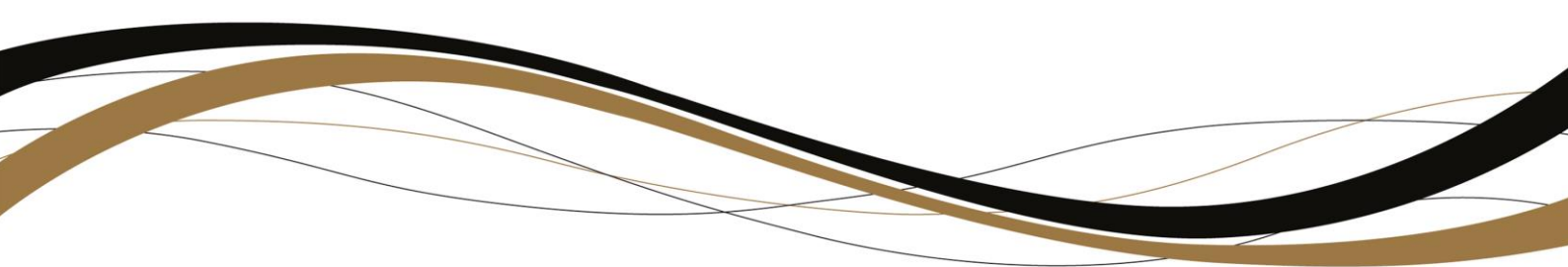
CENTRE: Pretoria

REQUIREMENTS: An appropriate recognised 3 year Degree/National Diploma (NQF6) in Risk Management / Business Administration / Auditing and/or equivalent qualification. A minimum of 3-5 years' experience in enterprise risk management. Experience in identifying new risks and rolling out risk management methodology would be advantageous. Knowledge of the tools and techniques of risk analysis, presentation, and maintenance of strategic and operational risks. Good understanding of governance practices, internal control systems and ability to monitor risk management activities and programmes. Knowledge of corporate governance requirements and internal processes. Awareness of risk finance and risk control concepts. Computer literacy. This position is ideal for a person who is deadline driven, results oriented, assertive and a team player.

DUTIES: The overall purpose of this position will be to assist the Department to embed risk management culture, awareness and compliance, and leverage its benefits to enhance performance through the implementation of a systematic process to identify, evaluate and address risks on a continuous basis before such risks can impact negatively on the institutional delivery capacity. The main duties include identifying, assessing and documenting key risks for the Department. Quantify or qualify the level of risks associated with specific threat or event in order to enrich the risk intelligence available to the Department. Develop strategies to reduce or eliminate the threats and events that create risks in the Department. Properly and timeously communicate relevant information to equip the relevant stakeholders to identify, assess and respond to risks. Facilitate the compilation of Strategic, Operation Risk Registers. Assess and maintain the risk maturity profile of the Department. Develop and implement business continuity policy of the Department. Develop, implement and maintain an Enterprise Risk Management (ERM) framework and supporting policies. Develop and facilitate the implementation of fraud plan and anti-corruption strategy. Ensure submission of accurate and timeous risk management reports to all Departmental management structures. Provide secretariat services to the Risk Management Committee.

ENQUIRIES: Mr Z Mguli, Tel. (012) 444 6738

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