

and corruption processes. Legislative Requirement: COIDA. National intelligence Act. Protection of Information Act. Criminal procedures Act. PFMA and Treasury Regulations. Promotion of Access to Information Act. PAJA. Skills: Report writing. Client orientation and customer focus. Communication (verbal and written). Conducting an inquiry and investigations. Problems solving and analysis Planning and organizing. Knowledge management. Negotiation. Decision making. Pro-activeness and initiative. Computer literacy. Time management. Teamwork and collaboration. Quality and Excellence orientation.

**DUTIES** : Implement Anti-fraud and Corruption strategies and other fraud and Corruption policies. Conduct forensic investigation into act of fraud and Corruption reported within the Fund. Provide support on system analysis. Liaise with appropriate sections within the department and external stakeholders on fraud measures.

**ENQUIRIES** : Mr NM Skosana at 063 773 8250

**APPLICATIONS** : Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hand deliver at 167 Thabo Sehume & Madiba Street, Delta Heights Building or Direct Your Applications to: Jobs-CF2@labour.gov.za

**FOR ATTENTION** : Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund

**NOTE** : Coloureds, Indians Whites and Persons with disabilities are encouraged to apply

**POST 21/14** : **PUBLIC LIAISON OFFICER REF NO: HR 5/1/2/3/53**

**SALARY** : R397 116 per annum

**CENTRE** : Compensation Fund, Pretoria

**REQUIREMENTS** : Three-year qualification (on NQF Level 6) in Public Management/ public Relations/ Humanities/ Business Administration. 2 years' functional experience in complains/ compliment environment. Knowledge: Compensation Fund objectives and business processes. Contact Centre goals. Customer care (Batho Pele Principles). Required IT Knowledge. Contact Centre quality assurance objectives. Legislative Requirement: COIDA. Public Service Act. PFMA and National Treasury Regulations. Skills: Service delivery innovation. Client orientation and customer focus. Excellent communication (Verbal and Written). Planning and organizing. Problem solving and analysis. Conflict management. Decision making. Budgeting and Financial Management. Continuous improvement. People and Performance Management. Diversity Management.

**DUTIES** : Handle electronic and voice queries from the Presidential, DG and Commissioners Hotline. Effectively utilize Contact Centre Multimedia System. Render administrative services. Participate in continuous process improvement initiatives. Supervise staff.

**ENQUIRIES** : Mr T Sekome at 066 480 3960

**APPLICATIONS** : Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hand deliver at 167 Thabo Sehume & Madiba Street, Delta Heights Building or Direct Your Applications to: Jobs-CF3@labour.gov.za

**FOR ATTENTION** : Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund

**NOTE** : Coloureds, Indians Whites and Persons with disabilities are encouraged to apply.

**POST 21/15** : **SENIOR PRACTITIONER: ICT AUDITS REF NO: HR 5/1/2/3/54**

**SALARY** : R397 116 per annum

**CENTRE** : Compensation Fund, Pretoria

**REQUIREMENTS** : Three-year tertiary qualification in Internal Audit/ Accounting/ Computer Science/ Information System. Internal Audit Technician-IAT as an added advantage. Member of Institute of Internal Auditors (IIA) or ISACA. 2 years' functional experience in ICT Audit environment. Knowledge: Compensation Fund policies, procedure, processes. ICT Audits standards. COBIT (control objectives for information related technologies) framework. Internal audits standards. Customer Relationship Management. Fund Governance and Risk Management. Budgeting and Financial Management. COIDA. Relevant stakeholders. Batho Pele principles. Legislative Requirement: PFMA and National Treasury Regulations. Skills: Required Technical proficiency. Business Writing Skills. Analytical Thinking. Decision making. Communication