



The Community Schemes Ombud Service Act (Act no. 9 of 2011) was promulgated on 11 June 2011 and provides for the establishment of the Community Schemes Ombud Service (“CSOS”) as a public entity. The CSOS has been classified as a Schedule 3A Public Entity in terms of the Public Finance Management Act (Act No.1 of 1999) (PFMA).

**APPLICATIONS TO SERVE AS INDEPENDENT NON-EXECUTIVE MEMBER OF THE
CHAIRPERSON OF THE RISK COMMITTEE (3 YEARS CONTRACT)**

(Ref. CSOS/RISKCOM/09/2023)

In terms of Section 38 of the Public Finance Management Act, 1999 (Act 1 of 1999) (the “PFMA”), read with and Section 12(4) of the Community Schemes Ombud Service (“the CSOS”) Act, 09 of 2011, and Regulation 27.1 of the Treasury Regulations, the Board hereby invites applications from a suitably qualified and interested professional to serve as the Independent Non-Executive Chairperson of its Risk Management Committee. The incumbent will advise the Board on Enterprise-wide Risk Management in fulfilling its mandate as required by the PFMA.

Minimum Requirements:

- A minimum of a Bachelor’s Degree and a Post-Graduate Degree in Auditing, Accounting or Risk Management or equivalent qualification.
- Registered Membership with the relevant professional body -IRMSA.
- 5 to 10 years management experience gained from strategic management, risk management and/or an auditing / financial, anti-fraud and corruption environments, preferably in a corporate organization, public sector or state owned entities/ organ of state.
- Previous Experience in serving as a Risk Management Chairperson in the public Sector/SOE environment.
- Valid Driver’s License.

Added advantage:

- A Master’s Degree in Auditing or Risk Management or Business Administration will be an added advantage.
- Previous experience of serving in Audit Committee will be advantageous.

Knowledge required:

- Knowledge of the Risk Management, Corporate Governance, Public Finance Management Act and Treasury Regulations, Enterprise Wide Risk Management (EWRM), SANS 31000/ISO 31000 Standard; COSO model and Public Sector Risk Management Framework.
- Knowledge of Internal and External Audit processes.
- Ability to demonstrate high level of personal and professional ethics.
- Knowledge of Integrated Internal Control Framework.

Duties:

1. The primary objective of the Risk Management Committee is to assist the Board to discharge of its duties in respect of risk management with the ultimate aim of achieving the CSOS's objectives.

The incumbent's duties will be to:

- 1.1 Lead the Risk Management Committee in conducting its activities in terms of the ISO 31000/ SANS 31000, Public Sector Risk Management Framework, PFMA, Risk Committee Charter and King IV Report on Corporate Governance.
- 1.2 Provide oversight on the review and monitoring the implementation of risk management framework, policy, charter and strategy within the CSOS.
- 1.3 Provide guidance on integration of risk management into planning, monitoring and reporting processes.
- 1.4 Provide advice/guidance on setting risk appetite and review risk appetite, tolerance levels, and anti-fraud measures.
- 1.5 Provide proper and timely reports to the Audit Committee on the state of risk management, together with aspects requiring improvement accompanied by the Committee's recommendations to address such issues.
- 1.6 Review the Fraud Management Framework and the Business Continuity Management policy and plan and continuously monitor their implementation.
- 1.7 Review the Combined Assurance Framework and plan and monitor the implementation of the approved plan.
- 1.8 Provide timely reports to the Audit Committee on the state of risk management, together with aspects requiring improvement accompanied by the Forum's recommendations to address such issues.
- 1.9 Perform any other duties of the Risk Management Committee as specified in the terms of reference (Committee Charter).

TERM OF APPOINTMENT:

Appointment will be made for a period of 3 years, subject to renewal at the discretion of the Board. The Chairperson may not serve more than two terms. This is not a full-time appointment. Risk management Committee has four statutory meetings per annum and additional meetings may be convened by the Chairperson as deemed necessary by the Committee or the Board.

REMUNERATION:

Compensation will be in accordance with rates as determined by the Board and in line with National Treasury prescripts. Schedules in this regard are issued annually with specific hourly or daily rates. All other refundable expenses are based on the CSOS's related policies in line with the National Treasury guidelines.

SUBMISSION OF APPLICATIONS:

Applications, including a covering letter and accompanied by a CV and certified copies of qualifications, must be addressed to the Senior Manager: Human Capital, Mr. Sithabiso Mabaso and e-mailed to: recruitment5@csos.org.za

ENQUIRIES:

Mr. Sithabiso Mabaso, Senior Manager: Human Capital, tel. (010) 593-0533.

Closing date for applications: 24 November 2023

The CSOS reserves the right not to appoint on the advertised positions.

No late applications will be accepted. Enquiries: during office hours.

Background checks will be conducted on the shortlisted candidates prior to appointment.

Applicants who do not receive any response within 4 weeks of the closing date must regard their applications as unsuccessful.

People with disabilities are encouraged to apply.



Privacy Statement:

We comply with the provisions of Protection of Personal Information Act; Act No. 4 of 2013. We will use your personal information provided to us for the purpose of recruitment only and more specifically for the purpose of the position/vacancy you have applied for.

In the event your application was unsuccessful for a specific position, the CSOS will retain your personal information for internal audit purposes as required by the CSOS policies.

All the information requested now or during the process is required for recruitment purposes. Failure to provide requested information may render your application null and void. The CSOS will safeguard the security and confidentiality of all information you share with us. All personal information will be treated as confidential and will not be disclosed to third parties, except in situations where:

- (i) We are legally compelled to do so; or**
- (ii) Disclosure is necessary for recruitment purposes; or**
- (iii) You have not objected thereto.**

By uploading any additional and supporting documentation, you consent to the CSOS using the information contained therein to fulfil the requirements of the recruitment process.