



VACANCY

<p>Coordinator: Performance Information Monitoring</p>	<p>Job Purpose: Support and promote organisational performance; take responsibility for the auditing of performance information report in accordance with the performance management and reporting framework.</p> <p>Job Requirements: A National Diploma or Degree in Social/Management Sciences. At least three years' experience in research-related work including sector skills planning; similar experience within a SETA environment will be an added advantage.</p> <p>Competency Requirements: The incumbent should demonstrate the following capabilities: commitment to stakeholder sensitivity, goal oriented; compliance driven; ability to build effective client relationships; problem solving and trouble shooting, follow up, stress tolerance, target driven and good networking skills.</p> <p>Job Responsibilities: Prepare performance information as required by the performance information framework to provide reasonable assurance conclusions on the reported performance information for all programmes in the annual performance report; conduct performance information audit in accordance with the International Standards on Assurance Engagements (ISAE) 3000; report on all the information received and explanations required and identify omissions of which may result in the reported performance information being materially misstated or misleading; evaluate performance information against the overall criteria of usefulness and reliability; evaluate the usefulness of the reported performance information to determine whether it is presented in accordance with the National Treasury's annual reporting principles and whether the reported performance is consistent with the planned programmes; perform tests to determine whether indicators and targets are well defined, verifiable, specific, measurable, achievable, time bound and relevant as required by the National Treasury's Framework for managing programme performance information (FMPPPI); assess the reliability of the reported performance information to determine whether it is valid, accurate and complete; perform procedures to obtain audit evidence about the usefulness and reliability of the reported performance information, including assessment of the risks of material misstatement of the quarterly and annual performance reports; perform audit procedures to include</p>
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	understanding and testing the internal policies, procedures and controls relating to the management of, and reporting on, performance information; evaluate, test and confirm the usefulness of planned and reported performance information in accordance with the identified performance management and reporting framework; conduct detailed audit test and obtain sufficient appropriate audit evidence to verify the reliability of the reported performance information in terms of its validity, accuracy and completeness; assist with the preparation for inspection and service improvement initiatives; research best-practice initiatives from other organisations and SETAs; assist MANCO to embed a high-performance culture within CATHSSETA; assist in, and lead where required, benchmarking exercises; conduct regular workshops with CATHSSETA on all performance information auditing requirements; assist in updating all relevant policies and guidelines.
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Please forward a detailed CV to recruitment1@bloc-placements.com by no later than Sunday, 18 September 2016. Late applications will not be considered.

Note: Should you not hear from CATHSSETA within one month of the closing date, please regard your application as unsuccessful.

CATHSSETA is an equal opportunity employer, committed to employment equity.