



Culture, Art, Tourism, Hospitality and Sport Sector Education and Training Authority (CATHSSETA) is a Sector Education and Training Authority (SETA) established under the Skills Development Act (No 97 of 1998). Cathsseta has the following position available.

Chief Executive Officer

Re-advertisement

Ref: CATHS10/2020

(Fixed Term Contract 5 Years)

Job Purpose: To lead and oversee the design, alignment and implementation of CATHSSETA strategy so as to support the Accounting Authority – the Board in defining and managing the organisational strategy to realise both its legal and mandatory obligation.

Requirements: Post graduate qualification in Business Administration or related qualification. A Master's degree or studying towards one will be an added advantage. Project Management Certificated or equivalent is required. 5-8 years' experience in a Senior Management level. Experience in a similar position, including engagement with Board and Senior Public Servants will be an advantage, experience in the SETA environment will be advantageous.

Competencies Requirements: The incumbent should demonstrate capabilities related to:

Excellent knowledge of relevant legislation; including, Validation Framework, Sector Skills Plan (SSP), SETA Grant Regulations, Excellent knowledge of Skills Development, NQF Acts. Excellent Knowledge and good understanding of Batho Pele principles. Excellent knowledge on White Paper on Post School Education and Training. Excellent knowledge on the National Skills Development Plan (NSDP), NDP, NSDS. Excellent knowledge & Understanding of the Labour Relations Act. Excellent knowledge of Quality Assurance Standards and Norms. Excellent knowledge and understanding of National Treasury's supply chain guidelines, principles and procedures. Excellent knowledge and understanding of relevant legislation and regulations (e.g., NCA, 34 of 2005; STIA and LTIA, 1998; FIS Act 2002. Companies Act, PFMA, Tax legislation). Excellent Knowledge and understanding of accounting and auditing standards (GAAP, GRAP, IFRS, IAS)". Excellent Knowledge and understanding of corporate governance. Knowledge of Skills Development legislation (Skills Development Act, Skills Levies Act and National Qualification Framework Act

Job Responsibilities:

Lead and guide strategic direction. Skills Development Management. Corporate Performance Evaluation and Monitoring. Corporate Policies and Accounting to the Board. Guide Financial Planning with CATHSSETA. Oversee Finance and the Supply Chain Management. Compliance, Reporting and financial statements for auditing. Guide management on management accounting and statutory reporting. Policies, Systems and Governance. Processes. Compliance and Risk Management. Institutional Leadership

Please note* This is a re-advertisement as the specifications on the requirements have changed. We are encouraging all applicants who previously applied to reapply.

Application Procedure:

Interested candidates matching the requirements are invited to apply by submitting a comprehensive CV and signed application form, together with certified copies of educational qualifications, ID (not more than 6 months) and a SAPS Clearance Certificate or proof of application thereof to: hrvacancies01@cathsseta.org.za to reach CATHSSETA no later than Sunday, 19th July 2020. Late applications will not be considered. 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 and encourages suitably qualified historically disadvantaged individuals (HDIs) and persons with disabilities to apply.

Shortlisted candidates will be subjected to a competency assessment and security vetting. For additional information regarding the advertised position, applicants are encouraged to access our website on www.cathsseta.org.za. Enquiries may be directed to Ms Elanor Rendall on 011 217 0600 .