



Vacancy

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.

1. **Specialist Risk Management Ref: CATHS06/2020 – HEAD OFFICE**

Job Purpose: To manage and implement the strategic and operational risks and ensure they are effectively and proficiently managed to ensure a well-governed and compliant organisation.

Requirements: A Degree in Finance, Business Administration or related qualification. An Honours degree in Risk Management or any related postgraduate degree will be an added advantage. 4-6 years' experience as a Risk Specialist, Internal Auditor. 5 years must have been in Compliance and/or Internal Auditing environment. 4 years' experience in a SETA environment is advantageous.

Competencies Requirements: The incumbent should demonstrate capabilities related to: Extensive knowledge and Understanding of the Risk Management principles and guidelines Extensive knowledge and understanding of the PFMA and National Treasury Regulations, and other related legislation. Good knowledge of King Reports. In-depth knowledge and understanding of corporate governance. Financial Reporting & Budgeting Skills. Strategy and Team leadership, Relationship building and Partnership, Quality Concern & Attention to detail, Customer focus and loyalty, Organisational Commitment, Integrity and ethical behavior, Innovation and initiative

Job Responsibilities: Facilitate the alignment of the Project Risk Management Strategy. Integrating project risks critical management activities - strategy setting, business planning. Alignment of projects expenditure models .Projects' monitoring and evaluation process that inform CATHSSETA's project or transaction performance. Aggregating various projects risk exposures across CATHSSETA business divisions with the objective of understanding the greatest threats to project. Formulating an integrated projects risk response and projects 'risk reduction plan. Providing a methodology to identify and analyse the projects 'risks, keys stakeholders and possible financial impact of gain vs loss to on projects. Examining the use of realistic and cost-effective opportunities to balance retention projects and programmes with commercial viability. Assisting in the reviewing of major contracts, proposed facilities, and/or new program the potential risks in extending and or immature termination vs project cost efficiencies. Manage the implementation of the MEGA's Project Risk Management .Aligned and integrated with the Risk Management planning and execution strategy. Projects performance indicators and potential risks are accounted for within the CATHSSETA's Corporate Performance. Projects' quantitative and qualitative measures of risk are highlighted and incorporated into Risk

Register. Risks mitigation strategies are implemented to ensure effective risk management on all projects across CATHSSETA divisions; and Formulating an integrated risk response and risk reduction plan for project and/or transactions. Documents the results of audit work in accordance with the Institute of Internal Auditors (IIA) standards. Prepare timely audit reports for executive management, the Audit Committee and the Board. Assess, evaluate and promote compliance to CATHSSETA policies. Contribute, as appropriate, in the year-end financial audit with external auditors. Coordinate the audit process. Develop, review internal controls .Comply with all legislative requirements, PFMA, Treasury Regulations, BAS, DORA. Ensure sound administrative and governance services.

Applications must be accompanied by a signed application form and a detailed CV. Applications can be submitted electronically via e-mail to hrvacancies01@cathsseta.org.za to reach CATHSSETA no later than Friday, 04th September 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.*