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LIMPOPO
PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

PROVINCIAL TREASURY

Ref. No. : S 4 / 3 / 1 / 1 / 1
Enq. : Ms Conny Kgadima
Date : 24th July 2026

TO ALL HEADS OF PROVINCIAL / NATIONAL DEPARTMENTS & STAFF MEMBERS

HRM CIRCULAR NO. 27 OF 2026

ADVERTISEMENT FOR TWENTY (20) OPPORTUNITIES FOR OCCUPATIONAL CERTIFICATE: INTERNAL AUDIT WITHIN THE BRANCH: SHARED INTERNAL AUDIT SERVICES IN THE ESTABLISHMENT OF THE LIMPOPO PROVINCIAL TREASURY

1. Limpopo Provincial Treasury is committed to enhancing youth employability and improving service delivery through integrated skills development. We therefore invite applications from suitability qualified graduates for **Twenty (20) Opportunities for Occupational Certificate: Internal Audit for a period of Twenty-Four (24) months contract** that exist in the Department.
2. Applications are hereby invited for the filling of vacant posts, which exist in the Department, as outlined on the attached **Annexure "A"**.
3. Applications must be submitted on **new Z83** forms obtainable from all Government Departments or can be downloaded from www.dpsa.gov.za.
4. The new the Z83 form must be completed in a manner that provides sufficient information about the candidate and the post he or she applies for by completing all relevant fields. The declaration must be signed in order for an applicant to be considered. The following must be considered in relation to the completion of the Z83 by applicants: **All the fields in Part A, Part C and Part D should be completed.** In Part B, all fields should be completed in full except the following:
 - (i) South African applicants need not provide passport numbers
 - (ii) If an applicant responds "no" to the question "*Are you conducting business with the State or are you a Director of a Public or Private Company conducting business with the State?*" then the answer to the next question "*In the event that you are employed in the Public Service you immediately relinquish such business interests?*" can be left blank or indicated as not applicable.
 - (iii) A "not applicable" or blank response will be allowed on the question "If your profession or occupation requires official registration, provide date and particulars of registration", if you are not in possession of such registration.

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5. Noting there is limited space provided for **Part E, F & G**, applicants often indicate "refer to Curriculum Vitae (CV) or see attached", this is acceptable as long as the CV has been attached and provides the required information. If the information is not provided in the CV, the applicant may be disqualified. It must be noted that a CV is an extension of the application of employment Z83, and applicants are accountable for the information that is provided therein. Applicants currently employed by the public service do not need to complete Part F as the section is intended for those seeking re-employment, as their prior employment can be verified through their CV.
6. The declaration should be completed and signed.
7. Applicants must utilise the most recent Z83 application for employment form as issued by the Minister of Public Service and Administration in line with Regulation 10 of the Public Service Regulations, 2016, failure to do so results in disqualifications.
8. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and detailed Curriculum Vitae.
9. The Z83 form must be completed in the manner that allows the selection committee to assess the quality of the candidate based on the information that is contained in the form.
10. The Department will require shortlisted candidates to provide certified copies of their qualifications and any other relevant documents, which must be submitted to HR on or before the interview date.
11. **A specific reference number for the post applied for must be quoted in the space provided on new form Z83.**
12. **Applicants are encouraged to apply through the following website:**
<https://erecruitment.limpopo.gov.za> or Applications should be submitted to the
Director: Human Resource Management
Private Bag X 9486
POLOKWANE,
0700
OR
Hand delivered to:
Ismini Towers Building, Office No. GOO2 (Ground Floor) Registry
46 Hans van Rensburg Street
POLOKWANE, 0700
13. Applicants with foreign qualifications remain responsible for ensuring that their qualifications are evaluated by the South African Qualifications Authority (SAQA) and therefore **must** submit the copies of certificates and evidence of evaluation by the SAQA for foreign qualification if they are invited to attend interviews.

14. Successful incumbents will be expected to sign a performance agreement within one month after assumption of duty.
15. All shortlisted candidates will be subjected to a security clearance and verification of qualifications. Shortlisted applicants will be required to provide their original qualification certificates and ID on the day of the interview for verification purposes. The recommended candidate for appointment will be subjected to Personnel Suitability Checks, such as Disclosure of her/his financial interests, social media checks, verification checks and certification of claimed qualifications.
16. Correspondence will be limited to short-listed candidates only due to the large number of applications we envisage to receive. If you have not heard from the Department within 90 days of the closing date, please accept that your application has been unsuccessful. However, should there be any dissatisfaction, applicants are hereby advised to, within 90 days, request reasons from the Department for any administrative action which has adversely affected them in terms of section 5, sub-section 1 and 2 of the Promotion of Administrative Justice Act 3 of 2000.
17. The Department reserves the right not to make any appointment to the post advertised. The employment decision shall be informed by the Employment Equity Plan of the Department.
19. All General enquiries should be directed to **Mesdames, Elizba Kotze, Pearl Chaka, Conny Kgadima, Hilda Moremi & Mr. J.S. Nduli @ (015) 298 7000.**
20. The closing date for submission of applications is **Friday the 28th August 2026 @ 16H00.** Late applications will not be considered. Failure to comply with the above requirements will result in the disqualification of the application.
21. *The Limpopo Provincial Treasury is an equal opportunity and affirmative action Employer and is committed to the promotion of equity in terms of race, gender and disability through filling of post(s) with candidates whose transfer / promotion / appointment will promote representativity in line with numerical targets as contained in the department's Employment Equity Plan.* 

Note: The contents of this Circular will also be posted on the following websites www.limtreasury.gov.za / www.limpopo.gov.za / www.dpsa.gov.za and Provincial departments social media.



MR. G.C. PRATT CA(SA)
HEAD OF THE DEPARTMENT

29/7/2026

DATE

ANNEXURE "A"

OPPORTUNITIES FOR OCCUPATIONAL CERTIFICATE: INTERNAL AUDIT

Limpopo Treasury is committed to enhancing youth employability and improving service delivery through integrated skills development by implementing Occupational Certificate: Internal Audit Learning Programme. Candidates aspiring to pursue the following professional/occupational qualifications, amongst others, are encouraged to apply: IAM / CIA / CISA / CFE / CA(SA) / DATA Analytics.

Posts : Opportunities for Occupational Certificate: Internal Audit
(11 Posts)
Ref. No. : LPT/IAT/1-11
Branch : Shared Internal Audit Services (SIAS)
Salary Notch : R237 453.00 p.a.
Salary Level : 5
Centre : Head Office – Polokwane

MINIMUM REQUIREMENTS: NQF level 6 qualification in Auditing / Risk Management as recognized by SAQA. **KNOWLEDGE & SKILLS:** Good command of English language, both spoken and written. High academic performance with the following competencies: planning and organising skills, analysing skills, ability to achieve personal work goals and objectives, ability to work well with people, ability to present and communicate information, and ability to deliver results and meet customer expectations.

DUTIES: Assist Senior Internal Auditors in preparing working papers for audit and ensure quality assurance of audit work in terms of IIA Standards. Assist Senior Internal Auditors in conducting audit assignments according to approved audit plan and procedures. Uphold the Institute of Internal Auditors SA's Code of Ethics. **Enquiries: Ms Conny Kgadima @ 015 298 7012**

Posts : Opportunities for Occupational Certificate: Internal Audit
(5 posts)
Ref No. : LPT/IAT/12 - 16
Branch : Shared Internal Audit Services (SIAS)
Salary Notch : R237 453.00 p.a.
Salary Level : 5
Centre : Head Office – Polokwane

MINIMUM REQUIREMENTS: NQF level 6 qualification in Accounting / Financial Management as recognized by SAQA. **KNOWLEDGE & SKILLS:** Good command of English language, both spoken and written. High academic performance with the following competencies: planning and organising skills, analysing skills, ability to achieve personal work goals and objectives, ability to work well with people, ability to present and communicate information, and ability to deliver results and meet customer expectations.

DUTIES: Assist Senior Internal Auditors in preparing working papers for audit and ensure quality assurance of audit work in terms of IIA Standards. Assist Senior Internal Auditors in conducting audit assignments according to approved audit plan and procedures. Uphold the Institute of Internal Auditors SA's Code of Ethics.

Enquiries: Ms Conny Kgadima @ 015 298 7012

Posts	: Opportunities for Occupational Certificate: Internal Audit (4 posts),
Ref. No.	: LPT/IAT/17 - 20
Branch	: Shared Internal Audit Services (SIAS)
Salary Notch	: R237 453.00 p.a.
Salary Level	: 5
Centre	: Head Office – Polokwane

MINIMUM REQUIREMENTS: NQF level 6 qualification in Information Systems / AI assisted tools as recognized by SAQA. **KNOWLEDGE & SKILLS:** Good command of English language, both spoken and written. High academic performance with the following competencies: planning and organising skills, analysing skills, ability to achieve personal work goals and objectives, ability to work well with people, ability to present and communicate information, and ability to deliver results and meet customer expectations.

DUTIES: Assist Senior Internal Auditors in preparing working papers for audit and ensure quality assurance of audit work in terms of IIA Standards. Assist Senior Internal Auditors in conducting audit assignments according to approved audit plan and procedures. Uphold the Institute of Internal Auditors SA's Code of Ethics.

Enquiries: Ms Conny Kgadima @ 015 298 7012

CONDITIONS FOR OPPORTUNITIES FOR OCCUPATIONAL CERTIFICATE: INTERNAL AUDIT. Applicants should be SA Citizens and residents of Limpopo, **Proof of residence or letter of confirmation from the local municipality will be required and must be attached.** Candidates should not have participated on the programme before. Candidates will sign a 24-months contract with the department and attend knowledge module sessions facilitated by the Leadership Academy for Guardians of Guardians spread throughout the **24-month period**. Candidates will be subjected to personnel suitability check. For enquiries, please contact Mesdames, Elizba Kotze, Pearl Chaka, Conny Kgadima, Hilda Moremi & Mr. J.S. Nduli @ (015) 298 7000. The advert will also be accessible on the following websites <https://erecruitment.limpopo.gov.za/> / www.limtreasury.gov.za / www.limpopo.gov.za / and www.dpsa.gov.za

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The Limpopo Provincial Treasury is an equal opportunity and affirmative action Employer. Suitable women and persons with disabilities remain the target group and are encouraged to apply in line with the Employment Equity Act No.55 of 1998.

