



**GAUTENG**  
LEGISLATURE  
Your View — Our Vision

CELEBRATING  
1994-2024  
**30**  
YEARS OF  
DEMOCRACY



## INTERNAL ADVERTISEMENT

### DIRECTORATE: PARLIAMENTARY BUSINESS

<i>REFERENCE NUMBER</i>	<i>POSITIONS</i>	<i>NO. OF VACANCIES AND SALARY PACKAGE</i>
20240908	Researcher - SCOPA	One (1) Only P09 R 684 942 CTC Per Annum

**Reports to: Senior Researcher-Governance and Administration**

#### **PURPOSE:**

The candidate will be employed to undertake research to support the Standing Committee on Public Accounts (SCOPA)

#### **KEY PERFORMANCE AREAS**

##### **KPA 1: Research support for the Standing Committee on Public Accounts**

- Analyse oversight reports for the relevant committees in the legislature, mostly encompassing financial analysis of departmental reports as per the Sector Oversight Model (SOM)
- Write motivations for study tours/International Conferences
- Report on Study Tours/International Conferences
- Identify and conceptualize the Focused Intervention Studies for the committee as per SOM
- Conduct independent verification of information

##### **KPA 2: Public policy discourse/Profiling the GPL**

- Organise Seminars/Brown Bag Sessions/Symposiums
- Organise Round table debates
- Publish articles and opinion editorials in Newspaper/Policy Briefs/Journals
- Research papers for Conferences

### **KPA 3: Budget Analysis and Performance Evaluation**

- To monitor the budgets and the outputs of provincial line-function departments in order to assist the relevant committees in the legislature with their oversight function

### **KPA 4: Ad hoc Duties**

- To take on other research assignments that may be forthcoming from the Office-Bearers or management of the legislature

### **COMPETENCIES**

- Planning and organizing
- Research Methodologies and Techniques
- Policy Formulation and Analysis
- Monitoring and Evaluation
- Project Management
- Report writing
- Basic Financial Accounting

### **KNOWLEDGE AND SKILLS:**

- Be well acquainted with research techniques and methods (familiarity with both qualitative and quantitative methods would be a distinct advantage);
- Have an excellent knowledge of current local, regional, continental and international political affairs;
- Be well acquainted with Gauteng government strategic objectives, monitoring and evaluation strategies and identified indicators;
- Be goal directed and proactive;
- Possess a high degree of familiarity with the Microsoft suite of programmes (MS Word, Excel and Power Point, as well as Microsoft Edge Additional experience in other database/statistics software (SPSS, Atlas TI) would be an advantage).
- Good verbal and written communication.
- Presentation skills.

### **QUALIFICATIONS/EXPERIENCE REQUIRED:**

- A minimum of a B degree and an additional post-graduate degree, in one of the following areas: Economics, Public Finance and Administration, Political Studies, Statistics, or related disciplines.
- The candidate must also have a minimum of at least 3 years research experience in either public finance, policy development or government in South Africa (experience in the legislative environment would be an advantage).

### **Closing date for applications: 04 October 2024**

NB: The Gauteng Provincial Legislature is committed to the achievement and maintenance of employment equity and diversity especially in respect of race, gender and disability. People with disabilities are particularly encouraged to apply. Appointment will be made subject to completion of background/reference checks. Potential candidates for the post may be subjected to security vetting and screening by State Security Agency, and appointment to the post be determined based on the results from such screening and vetting. The Provincial Secretary of Gauteng Legislature reserves the right to approve or decline the appointment.

To apply for this position, submit your cv to [Hrrecruitment@gpl.gov.za](mailto:Hrrecruitment@gpl.gov.za) with your certified supporting documents (i.e. ID, certified Copy of qualifications with at least two contactable references)

Always quote the position reference number on the subject line – applications without a position reference number will not be considered.