



NOTICE TO INVITE NOMINATIONS FOR THE SERVICES SECTOR EDUCATION AND TRAINING AUTHORITY (SERVICES SETA) ACCOUNTING AUTHORITY

The Services Sector Education and Training Authority (Services SETA) is a Schedule 3 public entity established in terms of section 9 (1) of the Skills Development Act No. 97 of 1998.

In terms of the requirement of the Skills Development Act and amendments thereto, nominations are herewith invited from the following stakeholders operating within the Services sector to be considered for appointment as members of the Services SETA Accounting Authority, as detailed below: • Organised Labour • Organised Business • Government Departments • Professional Bodies • Bargaining Councils • Any organisation in the community that has an identifiable interest in the sector.

NB: As this is a re-advertisement, stakeholders who had previously submitted nominations do not need to resubmit nominations since their nominations will be considered.

| INFORMATION SUMMARY | |
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| TERM OF OFFICE | 01 April 2020 to 31 March 2025 |
| MINIMUM REQUIREMENTS FOR NOMINEES | Be able to participate in the decision making process, understand the consequences of such decisions, and share in the accountability as a member of the Accounting Authority • Must represent the interest identified in the National Skills Development Strategy (NSDS) • If taken as a whole, must achieve • Gender representation • Demographic representation • Representation of disadvantaged persons or communities that have been prejudiced by the past racial and gender discrimination in relation to skills development programmes • A blend of skills and knowledge required for the effective functioning of the Sector Education and Training Authority (SETA) • Must be drawn from the ranks of senior officials in the organisation • Should have an appropriate blend of knowledge, skills and experience required for the functioning of the Services SETA. |
| SELECTION CRITERIA FOR NOMINEES | Nominees should have knowledge, skills and expertise in the following areas: • The functioning of an Accounting Authority in terms of the requirements relating to corporate governance and ethics • Skills development legislation and the NSDS • The Services SETA's responsibility in respect of service delivery • The PFMA and financial management • The sector and the constituency represented by the nominee • The strategic leadership role of the Accounting Authority • Education, training, skills development and human resources development • Quality assurance of learning provision • General management and business skills • Communication and marketing |

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| | <p>role of the Services SETA in relation to its stakeholders • And any other areas of expertise relevant to the services sector.</p> |
| <p>DISQUALIFYING CRITERIA</p> | <p>A nominee will not be considered as a Member of the Accounting Authority if such a person:</p> <ul style="list-style-type: none"> • is not a citizen and does not permanently reside in the Republic • Is subject to an order of a competent court declaring such person to be mentally ill or disordered • Is convicted whether in the Republic or elsewhere, of any offence for which such person is sentenced to imprisonment without an option of a fine • At any time prior to the date of commencement of the Skills Development Amendment Act, 2011 (Act No 26 of 2011) was convicted or, at any time after such commencement, is convicted in the Republic for theft, fraud, forgery and uttering a forged document, perjury, or an offence in terms of the Prevention of Corruption Act, 1958 (Act No 6 of 1958), the Corruption Act, 1992 (Act No 94 of 1992), Part 1 to 4, or section 17, 20 or 21 (in so far as it relates to the aforementioned offences) of Chapter 2 of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No 12 of 2004) • Whether in the Republic or elsewhere, of any other offence involving dishonesty • Has been convicted of an offence under the Skills Development Act. |
| <p>GENERAL INFORMATION</p> | <p>Nominations must be accompanied by: (i) a letter of the organisation recommending/nominating the prospective member (ii) acceptance of nomination by the nominee (iii) certified copy of the nominee's qualifications (iv) certified copy of the nominee's ID (v) police clearance of the nominee (for criminal record) (vi) declaration of interests by the nominee (vii) contactable references and (viii) curriculum Vitae (CV) of the nominee.</p> <p>All nominations in accordance with the requirements will be submitted to the Minister of Higher Education, Science and Technology for the necessary consideration.</p> <p>Nominations must be submitted by hand or courier by 31 January 2020 to the following address:</p> <p>The Chief Executive Officer: Services SETA, 15 Sherborne Road, Parktown.</p> <p>Please ensure that all nominations are addressed for the attention of the <u>Chief Executive Officer</u> and indicate the following outside the envelope: <u>“NOMINATION OF ACCOUNTING AUTHORITY MEMBER(S)”</u></p> <p>Please note that nominations received after the closing date as indicated above will not be considered.</p> <p>For any queries regarding the nomination process, please contact Ms Amanda Buzo-Gqoboka at (011) 276 9618 between 08:00 and 16:00 during weekdays.</p> |