



BA-PHALABORWA MUNICIPALITY

Ba-Phalaborwa Municipality with its seat in Phalaborwa, invites applications from suitably, experienced and dynamic individuals to apply for the following positions:

Audit Committee Members

Section 166 of the Municipal Finance Management Act, 2003, requires Council to appoint an Audit Committee which will serve as an independent advisory body. In accordance with these provisions of the MFMA and Local Government: Municipal Planning and Performance Management Regulation of 2006, the Ba-Phalaborwa Municipality seeks to appoint suitably qualified professionals to serve as Audit Committee members.

Requirements: • Postgraduate degree in any of the following: Accounting, Financial Management, Internal Auditing, Auditing, Legal, IT and/ or Performance Management • Minimum experience of 8 years in any of the following: Internal Auditing, Risk Management, Auditing, Accounting, Legal, IT and/or Performance Management at senior management level • Minimum experience of 6 years serving on the audit committee • Professional qualification (MBA, CA, CIA, CISA) • Proven expertise and experience in the fields of financial management • Proven expertise and experience in performance management • In-depth understanding of internal auditing, risk management, financial management, Information technology, human resources management and municipal legislation • Preparedness to be subject to security clearance.

Key functions: The interested persons will be expected to render, inter alia, the following services: • Advise the municipal council, the political office-bearers, the accounting officer and the management staff of the Municipality on following matters: * Internal financial control and internal audits * Risk management * Accounting policies * The adequacy, reliability and accuracy of financial reporting and information * Performance management * Effective governance * Compliance with this Act, the Annual Division of Revenue and any other applicable legislation * Performance evaluation and * Any other issues referred to it by the Municipality • Review the annual financial statements to provide the council of Ba-Phalaborwa Municipality with an authoritative and credible view of its financial position, its efficiency and effectiveness and its overall level of compliance with the MFMA, DORA and any other applicable legislation • Respond to the Ba-Phalaborwa Municipal Council on any issues raised by the Auditor-General in the audit report • Carry out such investigations into the financial affairs of Ba-Phalaborwa Municipality which Council may request • Perform such other functions as may be prescribed • Access the financial records and other relevant information of Ba-Phalaborwa Municipality in performing its duties in liaison with the Internal Auditor or a person designated by the Auditor-General to audit the financial statement of Ba-Phalaborwa Municipality.

Chairperson of Risk Management Committee

Requirements: • Postgraduate degree in Risk Management or Auditing or other relevant qualification • Member of Institute of Risk Management or studying towards Certified Risk Management Practitioner will be an added advantage • Minimum of 8 years' experience in the risk management or internal auditing environment at a senior management level • Minimum of 6 years' proven experience as a member of risk management or audit committee • Excellent knowledge of the Risk Management and Corporate Governance, Municipal Finance Management Act and Treasury Regulations, Enterprise-wide Risk Management (EWRM), COSO model and Public Sector Risk Management Framework • Knowledge and understanding of internal controls, project management, governance, risk management principles, accounting practices and ICT and exposure to risk management legislation and policies.

Key functions: • Review and monitor implementation of the Risk Management Framework, Policies and Strategy within the Municipality • Advise on integration of risk management into planning, monitoring and reporting processes • Provide advice/guidance on setting risk of appetite and review risk appetite and tolerance levels • Assist the Municipality to ensure that the risk management activities are conducted in accordance with the Public Sector Risk Management Framework, MFMA, Treasury Regulations, Risk Committee Charter and King III Report on Corporate Governance • Provide proper and timely reports to the Accounting Officer and Audit Committee on the state of risk management on a quarterly basis.

Chairperson of ICT Steering Committee

Requirements: • Postgraduate degree in Computer Science or equivalent • Additional to the postgraduate degree, the applicants must hold the following professional ITIL, Cobit5, PMBoK, Prince2, Governance of ICT, ICT Security • Minimum of 6 years' experience in serving on the Audit Committee or ICT Steering Committee • Minimum of 8 years' experience in any of the following: ICT and/or performance management at senior management level • Preparedness to be subject to security clearance.

Key functions: The interested persons will be expected to render, inter alia, the following services: • Advise the Accounting Officer, and Senior Management of the Municipality on following matters: * ICT governance * ICT security management * ICT policies * ICT incident management * ICT performance management * Effective governance * Compliance with applicable ICT and other legislation * Conformance to ICT Standards and Good Practices * Any other issues referred to it by the Municipality • Provide oversight role and advice the Accounting Officer on ICT Corporate Governance • Respond to the Accounting Officer on any issues raised by the Auditor-General in the audit report • Make recommendations on ICT-related projects • Review and approve ICT project implementation plans and project management documents such as risk management, information security and policies.

Terms of Office and Remuneration

The term of office of the appointed candidates will be three (3) years, thereafter, it will be subject to review by Council. However, successful candidates will not be allowed to serve in more than three (3) Audit Committees in Government to ensure effectiveness as contained in circular 65 of the MFMA.

The persons appointed will be remunerated in accordance with the National Treasury Guidelines.

Applications should be directed to the Municipal Manager, Private Bag X01020, Phalaborwa 1390.

Ba-Phalaborwa subscribes to principles of equal employment and affirmative action.

Please Note: • Fraudulent qualifications or documentation will immediately disqualify any application • Candidates who canvas to any Councillor or Senior Official for preference will immediately be disqualified from the selection process or from any appointment • Short-listed applicants will be screened for criminal records and/or any pending cases and will have to produce original certificates prior to interviews • Applicants who are not invited for interviews within thirty (30) working days should regard their applications as having been unsuccessful.

Enquiries should be directed to Ms SS Mokoena, tel. (015) 780-6326.

We welcome applications from persons with disabilities.

Closing date: 12 April 2018

MI Moakamela - Municipal Manager

