

**Ubuhlebezwe Municipality with its seat in Ixopo invites applications from suitably qualified persons for appointment to the following position:**

**OFFICE OF THE MUNICIPAL MANAGER**

**CHAIRPERSON OF RISK MANAGEMENT COMMITTEE**

**Minimum Requirements**

- Bachelor's Degree in Accounting/ Internal Auditing/ Risk Management and Law
- The ideal candidate should have 5 - 10 years management experience gained from Strategic Management, Risk Management or Auditing/Financial Management, and Anti-Fraud and Corruption environments, preferably in the public service.
- Member of Institute of Risk Management/ Institute of Internal Auditors
- Previous experience of serving in the Risk Management Committee and/or Audit Committee will be an added advantage
- Possession of a CA (SA), CIA, CISA, CFE qualification will be an added advantage.
- The ideal candidate must be an independent external person, with excellent knowledge of the Risk Management, Corporate Governance, Municipal Finance Management Act and Treasury regulations, Enterprise Risk Management (ERM), COSO model.

**Key Performance Areas**

- Review Risk Management progress on a quarterly basis
- Submit Risk Management Reports to Council and Audit Committee on a quarterly basis
- Review Risk Management policies annually
- Arrange for Ubuhlebezwe Municipality's Key-Risks to be formally re-evaluated once a year.
- Evaluate the effectiveness of mitigating strategies to address the material risks of the municipality
- Provide proper and timely reports to the Accounting Officer on any material changes to the risk of the municipality and on the state of risk management together with aspects requiring improvement accompanied by the committee's recommendations to address such issues
- Lead the committee in conducting its activities in terms of the Municipal Finance Management Act, Risk Management policy and King IV report on Corporate Governance
- Review the Fraud Prevention Policy and evaluate the effectiveness of the implementation of the Fraud Prevention Policy
- Perform any duties on the Risk Management committee as specified in the Terms of Reference.

### **Term of Appointment**

- Appointment will be for a period of 2 years, subject to renewal at the discretion of the Municipality.
- This is not a full-time appointment.
- The Risk Management Committee has four statutory meetings per annum and additional meetings may be convened by the chairperson as deemed necessary by the Committee or Accounting Officer.

### **Remuneration**

- Compensation will be in accordance with rates as determined by National Treasury.
- Schedules in this regard are issued annually with specific hourly or daily rates.
- All other refundable expenses are based on the municipality's related policies in line with the National Treasury guidelines.

**Ubuhlebezwe Municipality is an equal opportunity and affirmative action employer.**

**A signed letter of application indicating the position being applied for, together with a comprehensive Curriculum Vitae and certified copies of certificates and Identity Document, must be forwarded to: The Municipal Manager, P. O. Box 132, Ixopo 3276 by not later than 16h30 on 03 August 2018. Faxed applications will not be accepted. If you do not hear from Council within 30 days of the closing date, please consider your application as unsuccessful. All enquiries should be directed to the HR Officer, Ms B Nondabula at (039) 834-7700.**

**Council reserves the right not to make any appointment into the above mentioned position.**

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**GM SINEKE  
MUNICIPAL MANAGER**