



## MANDENI LOCAL MUNICIPALITY

### INTERNAL AND EXTERNAL CAREER OPPORTUNITY

The following vacancy exists for a suitably qualified and experienced person to join the staff of the Mandeni Municipality within the Office of the Municipal Manager.

#### RISK AND COMPLIANCE OFFICER (PERMANENT APPOINTMENT)

REF: PN 40/2018

Basic Salary: Task Grade 11 (R220 125 pa)

#### Minimum Requirements:

- Bachelor's Degree or Diploma in Accounting, Auditing, Risk Management or equivalent at NQF level 6.
- A valid Code B driver's license.
- 3 years relevant experience

#### Knowledge:

- Knowledge of relevant legislation applicable to Enterprise risk management.
- Knowledge of Enterprise risk management processes and techniques.
- Knowledge of Local Government Legislation.
- Excellent computer skills with specific focus on CURA or a risk based program.
- Effective Communication, interpersonal, negotiation, facilitation and conflict management skills.

#### Roles and Responsibilities Includes:

- Develop, coordinate, monitoring and implementation of Enterprise Risk Management strategies and plans.
- Developing, maintaining and executing a comprehensive process for identifying, assessing, mitigating, monitoring and reporting on risks that may impact on Departmental and Organizational Performance.

#### Executive Committee



- Conduct organisational risk management workshops and meetings.
- Develop Enterprise risk management related policies and procedures including fraud prevention, detection and reporting.
- Facilitate the process of fraud awareness and fraud risk identification.
- Assist in the areas of performance management review at a departmental level.
- Facilitate resolution of performance audit queries.
- Serve as the support function for the Enterprise Risk and Fraud Committee.
- Ensure compliance with applicable legislation and regulations.

**BENEFITS:**

Pension fund, medical aid, leave benefits, 13<sup>th</sup> cheque and subject to conditions, a housing subsidy.

**Enquiries must be directed to:** Ms. ZP Mngadi (Director Corporate Services); Tel: (032) 456 8200.

**Please forward your application form and full CV with certified copies of certificates, quoting the relevant reference number to: The Municipal Manager P.O. Box 144, Mandeni, 4490 or hand-deliver to Mandeni Local Municipality, 2 Kingfisher Road; Mandeni.**

**NB: Faxed and e-mailed applications will not be considered.**

The closing date for applications will be **Thursday 26 April 2018 at 12h00.**

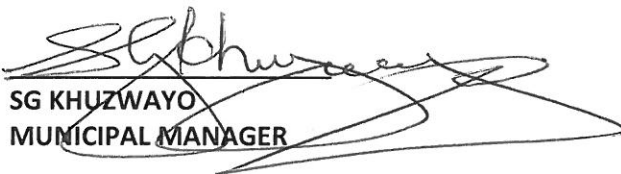
If you do not hear from us within 30 days of the closing date consider your application as unsuccessful.

Application forms are available on the Mandeni Municipal Website [www.mandeni.gov.za](http://www.mandeni.gov.za) or at any Municipal building.

The municipality is an equal opportunity, affirmative action employer. The municipality reserves the right not to make appointment and canvassing of political



office bearers will disqualify you as a potential candidate. Communication will be limited to shortlisted candidates.

  
SG KHUZWAYO  
MUNICIPAL MANAGER