



NDWEDWE LOCAL MUNICIPALITY UMASIPALA WASENDWEDWE

RE-ADVERTISEMENT

DEPARTMENT	: OFFICE OF THE MUNICIPAL MANAGER
POSITION	: MANAGER RISK AND COMPLIANCE
NATURE OF APPOINTMENT	: PERMANENT
TASK GRADE	:16
SALARY NOTCH	: R548 484.34
SALARY SCALE	: R 548 484.34 pa- R711 977.97 pa)
REF. NO	: KZ293 MM 014

MINIMUM REQUIREMENTS

Matric Certificate plus Degree/BTech in Risk Management/Auditing /Internal Auditing plus a minimum of three years' experience in Risk Management. Valid driver's license minimum code B. Membership with Institute of Risk Management or Institute of Internal Auditor will be an added advantage.

KNOWLEDGE, SKILLS & COMPETENCY

- Knowledge of MFMA, King-IV-Report and Local Government legislations.
- Knowledge and understanding of the role of internal and external audit.
- Knowledge of risk management processes and technics,
- Ability to work in a team environment.
- Computer literacy skills.
- Strong verbal and written communication skills.

KEY RESPONSIBILITIES

- Provide strategic direction and manage the Risk management function of the municipality.
- Develop, maintain and execute a comprehensive process for identifying, accessing, mitigating, monitoring and reporting on risks that may impact on departmental and organizational performance.
- Develop and monitor the strategic, operational and fraud risk registers.
- Conduct organizational risk management workshops and meetings and compilation of risk registers on an annual basis.
- Develop and update the Enterprise Risk Management Charter.
- Develop an internal risk management strategy and approach and further ensure delivery of that strategy.
- Develop and regularly review internal risk management strategy and Enterprise Risk Management Charter.
- Develop enterprise risk management related policies and procedures including fraud prevention strategy, the detection and reporting.
- Facilitate the process of fraud awareness, fraud risk identification level.
- Ensure that the approved risk registers are effectively monitored and implemented.
- Ensure that the risk management unit is adequately resourced.
- Strengthen collaboration with other internal and external risk mitigating providers.
- Compile and present risk management reports to the Accounting officer and risk management committee.
- Report periodically to the Municipal Manager and the risk management committee.
- Serve as the support function for the enterprise risk and fraud committee.
- Ensure compliance with applicable legislation and regulations.

BENEFITS

13th Cheque, Leave, 100% Retirement Annuity Fund Contribution by Employer, Pension, Medical Aid, Housing subsidy, Car and cellphone allowance.

Written application letter together with comprehensive curriculum vitae (CV) and certified copies of qualifications must be forwarded to: **The Municipal Manager, Ndwedwe Local Municipality, P/Bag X 503, Ndwedwe, 4342, Attention to: Mr. BA Buthelezi -Manager Human Resource.** Faxed, e-mailed, Z83 form and late applications will not be considered. Enquiries can be directed to Human Resources Tel :032 532 5000

CLOSING DATE: 05 MAY 2021

Should you not be contacted within the period of 30 days after the closing date please consider your application unsuccessful. The Municipality subscribes and promotes the principles of employment equity and affirmative action.

~~MR. MF HADEBE~~
MUNICIPAL MANAGER

19/04/2021
DATE