



EPHRAIM MOGALE LOCAL MUNICIPALITY

The Ephraim Mogale Local Municipality invites suitably qualified applicants to apply for the under-mentioned positions. The Ephraim Mogale Local Municipality is committed to employment practices as enshrined in the Employment Equity Act. People living with disabilities and women are encouraged to apply.

Department: Planning and Economic Development

Director (Re-advertisement)

Remuneration: R529 590 – R588 430 – R647 280 per annum

Appointment to this position will be based on a 5-year fixed-term contract as contemplated in Section 57 of Municipal Systems Act, as amended by the Municipal Systems Amendment Act, No 7 of 2011.

NB: For this position of Director, applicants must duly complete application forms as per the Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers stated in Government Gazette No 21 dated 17 January 2014. Forms may be obtained from Ephraim Mogale Local Municipality offices or its website (or from any South African municipality). **Applicants who applied previously for this position may not apply again their previous applications will be considered.**

Requirements: • Minimum qualification of an appropriate Bachelor's degree in Building or Development Studies, Regional Planning or equivalent • Minimum of 5 years' experience at local government or related experience • Proven successful professional development/town or regional planning experience • Good knowledge and understanding of relevant policy documents • Good knowledge of supply chain management • Knowledge of geographical information systems • Knowledge of spatial, town and development planning • Be at management level • Ability to provide strategic and innovative leadership • Proven ability to communicate and negotiate in all spheres of Government, private sector and with international donors • Project management skills • Requirements for Senior Officials eg CPMD/MFMP/ELMDP will be an advantage • Computer literacy • Valid driver's licence.

Responsibilities/duties: Reporting to the Municipal Manager, the incumbent will direct and manage activities of Department: Planning & Economic Development which includes responsibilities such as: • Coordinating and facilitating strategic planning of the economic development process as well as the management of LED, initiatives for SMMEs, tourism development, economic policy and research (including investments and trade promotions) • Developing and implementing land management strategies and spatial plans • Town planning and township establishment • Housing matters • Poverty alleviation • Promoting social and economic development • Developing organisational and departmental vision and strategies and ensuring implementation thereof • Directing and managing performance of employees in the Department • Directing, planning and managing utilisation of resources in order to perform relevant departmental activities • Directing, developing and monitoring systems, policies, procedures and processes to ensure correct working operations and practices within the Department.

Directorate: Municipal Manager

Division: Internal Audit and Risk Management Unit

Internal Auditor

Remuneration: R213 419.35 per annum

Requirements: • Grade 12 • National Diploma in Internal Auditing or BCom degree with 3 years' relevant experience in internal auditing • Knowledge of legislation governing Municipalities • Communication, planning and organisation skills • Computer literacy • Valid driver's licence • Financial and project management skills.

Responsibilities/duties: Reporting to the Chief Internal Auditor, the incumbent will: • Work jointly with the Municipality's audit committee to ensure compliance with policies, acts and procedures • Set and review municipal financial systems and procedures • Ensure internal control on systems and operations • Check and verify management to audit queries • Set standards for effective internal audit function • Ensure that the risk management plan is adhered to • Review compliance procedures • Comply and advise management on issues of compliance • Regularly report to management about performance of the unit • Perform any other duties that may be required from time to time.

Risk Management Officer

Remuneration: R213 419.35 per annum

Requirements: • Grade 12 • National Diploma in Internal Auditing/Risk Management/BCom with 3 years' experience in internal auditing/risk management • Computer literacy • Knowledge of Municipal legislation, including the MFMA • Good interpersonal skills and ability to communicate at all levels of the Municipality • Valid driver's licence.

Responsibilities/duties: Reporting to the Chief Internal Auditor, the incumbent will: • Develop and implement the Municipality's Risk Management programme • Ensure risk identification and control implementation are done effectively and give advice to the Risk Management Steering Committee, and management on the risk strategy and control measures to mitigate risks • Ensure continued compliance and monitoring by management and reporting by the Audit and other compliance functions • Participate in the coordination of training and education on Risk Management • Identify and discuss organisational risk issues, evaluate and make follow-ups on progress made in managing the risks • Implement adequate and effective Fraud Prevention Plan, including conducting fraud prevention awareness and campaigns.

Ephraim Mogale Local Municipality reserves the right to fill or not to fill these positions.

Note: Reference check (security clearance or vetting) will be conducted on the short-listed candidates.

Application forms, obtainable from any Municipality in South Africa, accompanied by a CV, certified copies of required qualifications, Identity Document and driver's licence where applicable should be submitted to the Acting Municipal Manager, PO Box 111, Marble Hall 0450. Faxed and e-mailed applications will not be accepted.

Further information may be obtained from the Human Resource Division at (013) 261-8431/8400/8425/8409 during office hours.

Closing date: 30 April 2015

Should applicants not be notified of the outcome of their application within 3 months of the closing date, they should regard their application as unsuccessful, as there will be no further correspondence.

NS Mashamba - Acting Municipal Manager

31/03/2015