

VACANCIES NOTICE



DR KENNETH KAUNDA DISTRICT MUNICIPALITY IN THE NORTH WEST PROVINCE IN ORKNEY NEAR KLERKSDORP, HEREBY INVITES SUITABLE QUALIFIED CANIDATES TO APPLY FOR THE BELOW MENTIONED POSITION.

DEPARTMENT: OFFICE OF THE MUNICIPAL MANAGER

DIVISION: INTERNAL AUDIT CHIEF AUDIT EXECUTIVE POSITION:

TERM OF APPOINTMENT: PERMANENT TO BE STATIONED WITHIN DR KENNETH KAUNDA DISTRICT

Total remuneration package dated 30 May 2024 (Minimum R 965 958: Midpoint R1 103 953 and Maximum R1 224 083 per annum) will be in terms of Government gazette No. 50737,

Requirements:

Bachelor's degree in Auditing and or accounting or equivalent NQF 7 qualifications

Professional designation such as Certified Internal Auditor and other relevant professional designation.

Five (5) years relevant experience at middle Management level.

Have proven successful management experience in Administration/Finance/

Membership of the Institute of Internal Auditors. Knowledge of relevant computer packages.

Interpersonal and leadership skills, excellent communication;

The need to sign an Employment Contract

The need to undergo security vetting and undergo competency assessment test A Performance Agreement and disclosure of financial interest, and

Possession of A valid Driver's license processes and practices.

Type of Knowledge

Good Knowledge and understanding of relevant policy and legislation Good knowledge and understanding of institutional governance system and performance management

Internal audit standards: a deep understanding of the international standards for the professional practice of internal auditing and other relevant frameworks. Risk management: knowledge of risk assessment, mitigation strategies, and control frameworks.

Accounting and finance: strong understanding of accounting principles, financial reporting, and internal controls Auditing Techniques: proficiency in various audit methodologies, including IT

audit, forensic audits, and performance audit.

Relevant legislation: familiarity with laws and regulations relevant to the organisation and its industry, such as the Municipal finance Management act or other industry- specific regulations.

Key Performance Areas

Effectively manage the activities of Internal Audit.

Develop strategic audit plans for the Municipality.

Establish risk-based plans to determine the priorities of the Internal Audit activity, consistent with the Municipality's objectives.

Manage the internal audit resource to ensure that they are appropriate, sufficient and effectively deployed to achieve the approved plan.

Ensure the activities of the internal audit shared service is guided, monitored and supervised at each level of operation to ensure that they are consistently performed in accordance with the International Standard for the Professional Practice of Internal audit.

Co-ordinate the activities of the internal audit shared service with other assurance providers.

Ensure the effective functioning of the Audit Committee.

Participate in Council Committees as and when required. Report administratively to the Municipal Managers and functionally to the Audit

and Risk Committee

Communicate the result of the quality assurance and improvement program to senior management and the audit committee

Manage the compilation of the strategic and annual plan in relation to the IDP, provide advice and opinion regarding the organisation's efficiency and effectiveness in Risk Management, internal control, governance processes and performance management.

Conduct special investigations at the request of Management and Municipal

DIRECTORATE: LOCAL ECONOMIC DEVELOPMENT & PLANNING POSITION: SENIOR MANAGER FOR LOCAL ECONOMIC DEVELOPMENT &

PLANNING

TERM OF APPOINTMENT: PERMANENT

TO BE STATIONED WITHIN DR KENNETH KAUNDA DISTRICT

Total remuneration package dated 30 May 2024 (Minimum R 965 958: Midpoint R1 103 953 and Maximum R1 224 083 per annum) will be in terms of Government gazette No. 50737,

Requirements:

Bachelor's Degree in Economics / Development studies or relevant NQF Level 7 qualification.

Five (5) years' experience at middle management level. Have proven successful management experience in administration

The need to undergo security vetting and undergo competency assessment test

The need to sign an Employment Contract

A Performance Agreement and disclosure of financial interest.

Possession of a valid Driver's license and no criminal record.

KNOWLEDGE AND SKILLS

The ability to contribute to service delivery systems of a complex nature and to manage the achievement of municipal strategies and goals.

To formulate and influence short, medium and long-term service delivery plans

on Municipal strategies and goals. To provide supportive leadership to the Accounting Officer and Senior Management team.

To develop and maintain strategic alliance with various stakeholders To support and implement good governance in the area of responsibility

To undertake risk, change and guide the management of such.

To support and contribute to the formulation of policy and by-laws by the municipal council

To implement, manage and oversee the implementation of legislation and policy within the area of responsibility Advanced knowledge and understanding of relevant policy and legislation

Key Competencies

Strategic capability

Organisational and presentation skills Partnership and stakeholder relations Knowledge of performance management

Communication skills Interpersonal skills

People management and empowerment

Problem solving skills Finance management

Service delivery and innovation

Knowledge of intergovernmental relations Government leadership

Programme and project management

Key Performance Areas and Responsibilities

Interact with local municipalities, stakeholders and government departments on all economic development

Interact with local and international donors/ funders and investment to market economic opportunities within the district

Develop and implement a district programme to align economic development with PGDS

Participate in the development and monitoring of the implementation of all policies regarding economic development, including SMME development

Trade and investment promotion Good knowledge and understanding of relevant policy and legislation Good knowledge and understanding of institutional governance systems and

performance management Knowledge of geographical information systems and Knowledge of spatial, town and development planning

DIRECTORATE: COMMUNITY SERVICES

POSITION: SENIOR MANAGER FOR COMMUNITY SERVICES

TERM OF APPOINTMENT: PERMANENT

TO BE STATIONED WITHIN DR KENNETH KAUNDA DISTRICT

Total remuneration package dated 30 May 2024 (Minimum R 965 958: Midpoint R1 103 953 and Maximum R1 224 083 per annum) will be in terms of Government gazette No. 50737,

Requirements:

Bachelor's degree in Social Science / Public Administration / Law; or Equivalent NQF 7 qualifications;

Five (5) years' relevant experience at middle management

The need to undergo security vetting and undergo competency assessment test Registration with the South African Council for social services professionals (SACSSP) or similar recognised relevant professional body will be an added

Experience in local government will be an added advantage

The need to sign an Employment Contract A Performance Agreement and disclosure of financial interest.

Possession of A valid Driver's license and no criminal record.

KNOWLEDGE AND SKILLS

The ability to contribute to service delivery systems of a complex nature and to manage the achievement of municipal strategies and goals.

To formulate and influence short, medium and long-term service delivery plans on Municipal strategies and goals.

To provide supportive leadership to the Accounting Officer and Senior Management team.

To develop and maintain strategic alliance with various stakeholders.

To support and implement good governance in the area of responsibility To undertake risk, change and guide the management of such.

To support and contribute to the formulation of policy and by laws by the municipal council

To implement, manage and oversee the implementation of legislation and policy within the area of responsibility

Advanced knowledge and understanding of relevant policy and legislation

Key Competencies

Strategic capability

Organisational and presentation skills

Partnership and stakeholder relations Knowledge of performance management

Communication skills Interpersonal skills

People management and empowerment Problem solving skills

Finance management Service delivery and innovation

Knowledge of intergovernmental relations Government leadership Programme and project management

Key Performance Areas and Responsibilities

Good knowledge and understanding of relevant policy and legislation Good knowledge and understanding of council operations and understanding of institutional government systems and performance management Understanding of council operations and delegation of powers, as well as municipal health service management, cemetery management, public safety, disaster risk management and fire services, parks and recreation management Provide strategic direction and monitor the implementation of strategic objectives of the department

Ensure cost-effective management of the departments budget and timely implementation of council resolutions related to the department Oversee the development and review of relevant policies and strategies on matters relating to the department

Ensure that the activities of the department are aligned to the IDP and facilitate performance management of the department.

CLOSING DATE: 5 SEPTEMBER 2025 TIME: 12:00

Appointed person is expected to attain minimum competency level in the Unit Standards for each competency within 18 months from the date of appointment.

Applications should be forwarded to The record section

Physical address

Dr Kenneth Kaunda District Municipality Private Bag X5017

Dr Kenneth Kaunda District Municipality Civic Centre, Patmore Road

Klerksdorp Orkney 2570 2620

The Municipality reserves the Right to not make any appointment. Communication will only be limited to successful candidates. Prescribed application form is available on the website www.kaundadistrict.gov.za and the Records Office (Please note there is no Reference Number.) Certified copies of original certificates not older than 3 months must be attached to the CV. Interested people are requested to submit a complete Curriculum Vitae at the Record Section. Dr Kenneth Kaunda District Municipality is an Equal Opportunity Employer. Suitably Qualified and experienced persons with disabilities are encouraged to apply. Applicants with International Qualifications must ensure that the qualifications are SAQA accredited. Municipal Council reserves the right not to make any appointment on any of this positions. All enquiries must be directed to the Human Resource Division: Mr Thato Mothibedi at 018 473 8000/8021. Please note that no faxed or e-mailed applications will be considered. Applicants not contacted within 3 months after closing date should assume that they were unsuccessful. Fraudulent qualification, information, or documents canvasing for appointment are strongly prohibited and will disqualify applicants.

Mr Mokgatihe J Ratihogo Municipal Manager

www.kaundadistrict.gov.za



EXPLORING PROSPERITY