



**Molemole Local Municipality invites applications from suitably qualified candidates to fill vacant positions within its establishment. Molemole Local Municipality is an equal opportunity and Affirmative Action Employer. Persons designated in terms of applicable legislations as Historically Disadvantaged South Africans as well as people with disabilities are encouraged to apply:**

**DEPARTMENT: MUNICIPAL MANAGER'S OFFICE**

**Position: Chief Audit Executive (Re-advert)**

**Task Grade: 16**

**Annual Basic Salary: R554 291.88**

**Minimum requirements**

Grade 12 and National Diploma or Bachelor's Degree in Auditing/Accounting or Internal Auditing; minimum of 3 years' experience in Audit Environment, Must be a member of Institute of Internal Auditors South Africa (IIASA); Knowledge of the International Standards for Professional Practice of Internal Auditing; Understanding of Local Government Environment; Computer literacy; Studying towards Certified Internal Auditor will be an added advantage;; Valid driver's license.

**Task and Responsibilities:**

Develop and Implement a risk based internal audit plan; Provide administrative support to the Audit Committee and Risk Committee; Oversee the unit and work of Internal auditors for quality and compliance to methodology and IIA standards; Manages the broad Internal Audit Services strategy; Evaluate effectiveness and adequacy of internal controls, risk management and governance processes; Reviewing the municipal performance information to ensure that it is SMART; Provide assurance services to Accounting Officer and Management; Participate in the Audit Planning process including the responsibility for assessing the most effective spread of audit activity; Create audit file prior to start of audit and maintenance thereof; Compile project schedule before start of engagement plan (for each assignment to be conducted); Interpret legislation and audit standards; Perform the audits as scheduled in the approved annual internal audit plan; Compiling internal audit reports in preparation for Audit Committee Meetings; Champion and monitor the implementation of the risk management strategy and plans of the municipality.

**DEPARTMENT: LOCAL ECONOMIC DEVELOPMENT AND PLANNING**

**POSITION: Spatial and Integrated Development planning officer**

**Task Grade: 10**

**Annual Basic Salary: R 256 801.56**

**Minimum Requirements:**

Grade 12; National Diploma in Town and Regional Planning or related field. Minimum two (02) years' experience in land use management; spatial planning, integrated development planning and planning legislation and land reform programs. A valid driver's license (Code B). Registered or eligible to register with SACPLAN as professional planner; Good technical planning skills. A sound understanding of planning and land use management policies and legislation. Knowledge of GIS. Good administrative and communication skills.

**Responsibilities**

Processing and Evaluate land use applications in terms of the SPLUMA and other applicable legislation, Spatial Planning and implementation of Municipal LUMS and SDFs, Process the approval of building plans in terms of building regulations, enforcement of land use management scheme, support the processes of Formalisation, Demarcation of sites and Rural Development programmes also assist in any other tasks or work as delegated by the supervisor. Assist in the strategic planning duties (IDP and Policy formulation), Ensures the Preparation and designing of the IDP process Plan, Ensures the Coordination of IDP submission from various departments, Gathering data required for the compilation of IDP.

**IMPORTANT INFORMATION FOR APPLICANTS TO TAKE NOTE OF:**

**Forward your applications to:**

**The Municipal Manager; Molemole Local Municipality; Private Bag X 44; Dendron; 0715 or deliver to 303 Church Street; Dendron or Molemole Local Municipality Morebeng Branch Office; 25 Cnr. Roets & Viviers Street; Soekmeaar.**

**Applications must be accompanied by a signed covering application letter, a comprehensive CV and originally certified copies of: identity document, driver's license (where applicable) and qualifications. Applications without the above will not be considered and will be disqualified. Molemole Local Municipality reserves the right to / not to make appointments. If no response is received from Molemole Municipality 90 days after the closing date, it must be regarded that your application was unsuccessful. Correspondence regarding the advertised positions will be limited to successful candidates only.**

**NB: 1.Candidates will be subjected to personnel suitability checks including qualifications, employment, credit, criminal records, company ownership / directorship and reference checks.**

- 2. Faxed, E-Mailed and Z83 applications will be not accepted and will be disqualified.**
- 3. Applications received after the closing date and time will not be considered.**
- 4. Fraudulent qualifications or documentation will immediately disqualify an applicant.**
- 5. Direct or indirect canvassing for preferential treatment will lead to immediate disqualification of the relevant applicants.**
- 6. Candidates with foreign qualifications should attach SAQA evaluation reports with their applications.**

**Enquiries on the above should be directed to Mr. Bethuel Ramohlale at 015 501 2334/5.**

**CLOSING DATE FOR APPLICATIONS IN RESPECT OF ALL POSITIONS IS: Tuesday 04 May 2021 at 16h30.**