

169 Main Street
Private Bag 53
Umzimkhulu
3297



Email: info@umzimkhulum.gov.za
Tel: (039) 259 5000/5300
Fax: (039) 259 0427

CORPORATE SERVICE DEPARTMENT

PROVINCE OF KWAZULU-NATAL
KZN 435

The uMzimkhulu municipality an equal opportunity employer requires the services of suitable qualified, skills and experienced candidate for the under mentioned challenging position.

CHIEF INTERNAL AUDIT: UMZIMKHULU MUNICIPALITY

FIVE YEAR FIXED TERM CONTRACT

SALARY.

TOTAL REMUNERATION PACKAGE R 607 049.00

MINIMUM QUALIFICATIONS AND REQUIREMENTS

- An appropriate National diploma or Bachelor's degree qualification in internal Auditing
- Certificate in Municipal Finance Management or Certificate program in Municipal Development
- Postgraduate Degree will be an added advantage
- [CPMD] in line with minimum regulations on competency level of 2007.
- Valid driver's license and No criminal record
- Must sign an employment contract, performance agreement and disclosure of financial interest

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EXPERIENCE

- Five 2-3 years relevant experience at middle management level in local government.

LEADING COMPETENCIES

- Strategic Direction and leadership
- People management
- Program and project management
- Financial management
- Change leadership
- Governance and leadership

KEY PERFORMANCE AREAS

- Providing advice to Municipal manager and heads of internal departments on the re-alignment of specific processes ,roles and responsibilities to maintain compliance with statutory legislation
- Compile internal audit charter and audit approach and complying with internal auditing standards, Share information and co-ordinate activities with other internal and external providers of relevant assurance and consulting services to ensure proper coverage to minimize duplication of audit effort.

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- Ensure transparency, public accountability, and access to information, administrative justice and responsiveness to complaints.
- Oversee the strategic planning of the Municipality that will ensure poverty alleviation and sustainable growth and development.
- Develop and implement internal auditing policies, procedures, and program and also advise senior management and the Audit Committee of the Board of Directors on audit, and internal control matters.

TRAFFIC OFFICER (PL3)

Salary R183 949.20 PER ANNUM

Allowances: Danger allowance and Shift allowance

MINIMUM REQUIREMENTS

- MATRIC
- TRAFFIC OFFICERS DIPLOMA
- UNDERSTANDING OF TRANSPORT LEGISLATION /NRTA 93/96
EXAMINER OF DRIVING LICENCE (K53)
- Valid code 08 drivers licence
- COMPUTER LITERATE
- REGISTERED AS A TRAFFIC WITH RELEVANT TRAFFIC BODIES
- 3 YEARS EXPERIENCE AS A TRAFFIC OFFICER

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KEY PERFORMANCE AREAS

- Regulate and control traffic upon any public road
- Inspect or test any part and functioning of any vehicle and equipment with a view to ascertaining whether such vehicle comply with the provision of the act
- Exercise or perform any power and duties conferred upon an inspector of licences in terms of section 8
- Attend to emergencies motor vehicle accident and incidents and disaster ,conduct escorts VIP and abnormal load and all other related duties
- Enforce the law in terms of NRTA93/96 and the bylaws of municipality and the bylaws of municipality

KNOWLEDGE SKILLS AND COMPETENCY

- Communications skills.
- Interpersonal skills.
- Ability to work under pressure and long hours.
- People management skills.
- All applications with comprehensive curriculum vitae and application letter, certified copies of education qualification must be addressed to:

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Applications with comprehensive curriculum vitae, certified copies of educational qualifications must be addressed to:

The Municipal Manager – Mr. Z. S SIKHOSANA; Attention: Corporate Services Manager Ms. N. N. Nduku

UMzimkhulu Municipality; P.O. Box 53 uMzimkhulu 3297 or hand delivered to; 169 Main Street UMzimkhulu municipality at Corporate services department,

CLOSING DATE: 22 DECEMBER 2017

Canvassing support from municipal officials and councilors is prohibited and any person found guilty thereof will be disqualified with immediate effect

The uMzimkhulu municipality is committed to achievement and maintenance of employment equity and diversity especially in respect of race, gender and disability, people with disabilities are encouraged to apply and state their disability

Enquires can be directed to the Corporate Services Manager. No faxed or E-Mailed applications will be accepted.

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MR Z.S.SIKHOSANA
MUNICIPAL MANAGER