



## JOE MOROLONG LOCAL MUNICIPALITY

**Joe Morolong Local Municipality with its seat situated in Churchill 26 km from Kuruman, in John Taolo Gaetsewe District, Northern Cape Province invites suitably qualified candidates with the relevant experience to fill the following vacant positions:**

**DEPARTMENT: MUNICIPAL MANAGER`S OFFICE**

**RE-ADVERTISEMENT (Previous applicants are encouraged to re-apply).**

**POSITION: CHIEF RISK OFFICER**

**Salary Scale: Task Level T15 (R499 280,22- R648 081,41)**

**Minimum Requirements:**

- Bachelor's Degree in Risk Management, Auditing or equivalent.
- At least five or more years applicable experience in Risk Management,
- Knowledge of relevant legislation, including Constitution, Municipal Finance Management Act, Municipal Systems Act and Municipal Structures Act.
- An appreciation of accounting principles and auditing technique is essential.
- The understanding of King III Report, COSO Control Framework and Enterprise Risk Management.
- Possess excellent auditing, problem solving skills and team player.
- Ability to meet deadlines and perform under pressure.
- Good verbal and written communication skills.
- Computer literate (Excel, Word, and Power point)
- Valid driver's license.

**Duties and Responsibilities:**

- Develop and implement the Municipality's risk management framework and strategy
- Develop, implement, and revise the municipality's risk management policies and procedures
- Monitor and evaluate the effectiveness and efficiency of the risk management framework and embedded practices
- Develop / review appropriate risk methodologies for the municipality
- Facilitate and coordinate risk identification and assessment process
- Institutionalize and facilitate the embedding of risk management
- Develop and maintain the municipality's risk register
- Evaluate and monitor all risk mitigating projects of municipality
- Report any potential risk to the audit committee as well as the fraud and risk management committee
- Educate and train the leadership, staff, and business associate as to the risk management program and their respective responsibilities in carrying out the risk management program

- Lead, facilitate and advise departments in designing risk management program within their own departments
- Promote the implementation of fraud prevention initiatives
- Lead, develop and assist management in the implementation of internal control strategies to mitigate fraud
- Define and deploy fraud prevention and detection techniques and systems
- Prepare and present reports on forensic audits to senior / executive management and stakeholders
- Keep abreast of developments, emerging trends and latest technologies in the profession.
- Assist during fraud and corruption investigations
- Continually improve the risk management framework, strategy, protocols and processes
- Overall management of risk management functions

## **DEPARTMENT: COMMUNITY SERVICES**

**RE-ADVERTISEMENT (Previous applicants are encouraged to re-apply).**

### **POSITION: SUPERINTENDENT (TESTING AND LICENSING)**

**Salary Level: Task Level T14 (R314 650.39 - R408 433.57).**

#### **Minimum Requirements:**

- Traffic Diploma, Examiner of Drivers' license Diploma (Gr. A).
- 3- 5 years relevant experience
- Knowledge of eNatis system and registered as eNatis user
- Registered traffic officer
- Sound and good knowledge of traffic law enforcement
- Ability to meet deadlines and perform under pressure
- Good verbal and written communication skills
- Computer literate (Excel, Word & Power Point)
- Valid Driver's License

#### **Duties and responsibilities:**

- Manage and control the provision of administrative traffic and licensing services through the implementation of legislation, policies, procedures, and systems.
- Ensure compliance to relevant traffic and licensing legislations and guidelines and management of critical interventions and applications.
- Provide strategic legal and statutory advice and support with respect to specific traffic and licensing functional areas to Council.
- Control the operational dimensions and outcomes ensuring that traffic and licensing priorities are adequately addressed and attended to.
- Ensure that all key functional areas are aligned towards sustaining and improving the efficiencies of traffic and licensing department.
- Manage the budget of the traffic and licensing department.

- Effective management of all licensing and testing centres.
- Manage records to ensure compliance with the National Road Traffic Act and the National Archives Act.
- Oversee management and security of the licensing and registering authorities in the municipality.
- Develop and maintain of traffic management guidelines documentation.
- Creating and managing traffic using various traffic management software.
- Develop and implement internal traffic management processes and systems.
- Enforce adherence to work-flow processes and deadlines.
- Provide support in the implementation and monitoring of Traffic Disaster Management Plans.

**Applications in the form of Curriculum Vitae, covering letter and certified copies of certificates must reach the office on or before 14 November 2022. No facsimile will be accepted. Applications must clearly specify the post applied for, and be forwarded to the attention of:**

**The Acting Municipal Manager  
Joe Morolong Local Municipality  
Private Bag X117  
Mothibistad  
8474**

**Further information can be obtained from Mr. T.J Gopetse: Director Corporate Services @ Tel: (053) 773 9300 or 082 820 1559. If you do not hear from us within three weeks after closing date, please consider your application as unsuccessful.**

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**Mr. T Tlhoale  
Acting Municipal Manager**

**Joe Morolong Local Municipality is an equal opportunity and affirmative action employer**