



An area of unfound diversity

Xhariep

District Municipality

Private Bag X 136, TROMPSBURG, 9913, Tel: (051) 713 9300, Fax: (051) 713 0461

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Xhariep District Municipality comprises of the following Local Municipalities; Kopanong, Letsemeng and Mohokare, Xhariep District Municipality subscribes to the principles of affirmative action and all accompanying regulations that seek to address the imbalances of the past. The administrative offices of the municipality are situated at Trompsburg; which is 125 km's south of Bloemfontein.

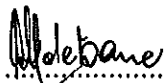
To this end, the municipality seeks to fill the following vacant position:

JOB ADVERTISEMENT(INTERNAL)		
POST NO	Job Title	CHIEF RISK OFFICER
1	Reporting Responsibility	MUNICIPAL MANAGER
		<ul style="list-style-type: none"> ➤ To conduct risk assessments and investigations to determine the potential threat of risk factors and the adequacy of systems, measures and controls to reduce/limit occurrences and to present recommendations, comments and opinions on the activities of the municipality ➤ Develop, implement and revise the Municipality's Risk Management policies and procedures ➤ Develop/review appropriate risk methodologies for the municipality. ➤ Facilitate and coordinate risk identification and assessment process. ➤ Maintain risk register. ➤ Monitor all risk mitigating projects. ➤ Report to the Audit Committee and Risk Management Committee in predetermined format and content. ➤ Educate and train the leadership, staff and business associates 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 programs within their own departments. ➤ Drive the implementation of fraud prevention initiatives as well as lead, develop and as assist management in implementation of internal control strategies to mitigate fraud. ➤ Define and deploy fraud prevention and detection techniques and systems. ➤ Prepares and presents reports to Municipal Manager and management.

		<ul style="list-style-type: none"> ➤ To keep abreast of developments, emerging trends and latest technologies in the profession. ➤ Assist during fraud investigation.
No. of positions	1	
Qualification	Level of Education required: An appropriate B degree or equivalent NQF level 7 qualification in Risk Management/Accounting/Auditing.	
Remuneration	R382 160.98	
Experience	4 years Local Government	
Knowledge and Skills	<ul style="list-style-type: none"> ➤ Understanding of Risk Management principles ➤ Effective organizing and management skills <ul style="list-style-type: none"> ○ Understanding of National Treasury Risk Management Framework ○ Membership to the Institute of Risk Management will be an added advantage * ○ Extensive knowledge of ERM frameworks and working principles ○ Strategic planning skills that involves setting up ERM ○ Ability to communicate at all levels. * Excellent organizational and interpersonal skills; ○ Computer literacy (Excel, Word, Outlook, etc); ○ Visionary Strategic thinking and decision-making capabilities* Ability to influence other people. ○ Driving force and enthusiasm, ○ Good Communication Skills ○ Have passion for working with people and be able to work under pressure. ○ Excellent verbal and written communication skills. ○ Excellent report writing skills 	
Behavioural Competencies	<ul style="list-style-type: none"> ➤ Emotional Intelligence ➤ Business Acumen complemented by astute strategic and lateral thinking. ➤ Confidentiality ➤ Integrity ➤ Working on strict deadlines ➤ Ability to work unsocial hours. 	
	❖ Applicants are informed that all the necessary checks/ vetting to	

Instructions to applicants	<p>ensure suitability will be conducted.</p> <p style="text-align: center;">Xhariep</p> <ul style="list-style-type: none"> ❖ Applications should include a covering letter; resume and certified copies of qualifications and ID. ❖ The reference checks will be done to all shortlisted candidates. ❖ No email or faxed applications will be accepted. ❖ Should applicants not hear from us after 30 days after the closing date; they should consider their applications unsuccessful. ❖ Given the anticipated huge volume of applications; communication will be restricted to shortlisted candidates only. ❖ <i>Canvassing either a Councillor or any municipal official for this position automatically disqualifies the candidate.</i> ❖ <i>NB: People from designated groups are encouraged to apply for this position.</i>
Applications should be directed to	The Municipal Manager: Ms LY Moletsane ; Private Bag X136; Trompsburg; 9913
Enquiries with regard to these positions should be directed to	Mr Mbulelo Jafta Manager: Human Resources Management and Labour Relations Telephones: 051 713 9325
Date of Publication	16th October 2017
Closing Date for Applications	24th October 2017

Approved by:



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**Ms LY Moletsane
Municipal Manager
Xhariep District Municipality**