



EHLANZENI DISTRICT MUNICIPALITY  
(AN EQUAL OPPORTUNITY EMPLOYER)  
SITUATED IN MBOMBELA IN THE MPUMALANGA PROVINCE

APPLICATIONS ARE INVITED FROM COMPETENT PERSONS TO FILL THE FOLLOWING POSITION:  
(People with disabilities are encouraged to apply)

**OFFICE OF THE MUNICIPAL MANAGER**  
**JUNIOR INTERNAL AUDITOR (POST LEVEL 8)**  
(Ref: JNR IA)

**Remuneration:** Annual salary R331 084,56, Housing subsidy, Pension, Medical Aid and Travelling Allowance  
Appointment will be in accordance with the Conditions of Service of Ehlanzeni District Municipality.

**Requirements:** Applicant must be in possession of Gr 12, a recognised a National Diploma in Internal Auditing or equivalent; 2-3 years' experience in Internal Auditing environment. Completed or studying towards IAT/PJA would be an added advantage Candidate must have knowledge and understanding of the Standards of Professional Practice of Internal Auditing, relevant legislations and regulations that govern the Public Service including the Municipal Finance Management Act and any other legislation relating to the local government sector. Valid driver's licence.

**Competencies & Knowledge:**

Financial management skills, Planning and organising, Analytical skills, Innovation and research skills, Knowledge and information management, Results and Quality focus. Project Management skills, Assertive when addressing compliance issues, Problem solving skills (complex), Leadership skills and People management. Excellent Communication skills (verbal and written), interpersonal skills, Self-motivated and driven. Highly proficient in the use of Microsoft Excel, Word and PowerPoint and the TeamMate audit software. Ability to work long hours and under pressure. Candidate must demonstrate sound ethical and professional acumen.

Extensive knowledge and understanding of risk, control and auditing methodologies. Knowledge of the International Standards for the Professional Practice of Internal Auditing. Knowledge of GRAP and interpretation of key and related government legislation (e.g MSA, Municipal Structures Act, MFMA etc) Treasury Budget reforms. Knowledge of Local Government Performance Management Systems, Council operations, IDP, SDBIP, PMS, Budget processes and its regulations as well financial management. Knowledge of Supply Chain Management regulations and the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

**Key Performance Areas:** Implementation of the Audit Plan as well as Audit Program, Assess the adequacy and effectiveness of internal controls, risk management and governance processes; Provide assurance of compliance to legislation as well as policies and procedures of the Municipality; Ensure collection of relevant, sufficient and useful audit evidence; Provide practical and value -adding recommendations to improve processes; Assist in following up on implementation of internal audit recommendations, Carrying out all other audit related tasks as per request by the audit committee, accounting officer and chief audit executive (Ad-hoc requests); Provide secretariat and administrative duties to the Internal Audit Unit.

**Closing date:** 21 October 2022 at 16:00

N.B. Application forms can be downloaded from the EDM website: [www.ehlanzeni.gov.za](http://www.ehlanzeni.gov.za). Completed Application form for Employment, CVs with certified copies of qualifications not older than 6 months WITH THE CORRECT REFERENCE ON THE EMAIL SUBJECT LINE must be scanned and emailed to [recruitment@ehlanzeni.gov.za](mailto:recruitment@ehlanzeni.gov.za). No late or faxed applications will be considered. No Hand or Post-delivery.

Should you not receive a response within thirty (30) days from the closing date, please consider your application as unsuccessful.

The Municipal Manager  
Ehlanzeni District Municipality  
PO Box 3333, Mbombela, 1200

For further information contact the General Manager: Corporate Services on telephone No (013) 759 8637/8571.

  
**Dr NP MAHLALELA**  
MUNICIPAL MANAGER

