



EHLANZENI DISTRICT MUNICIPALITY VACANCY

(AN EQUAL OPPORTUNITY EMPLOYER)

SITUATED IN NELSPRUIT (MBOMBELA) IN THE MPUMALANGA PROVINCE

THE MFMP IS AN ORGANISED PROFESSIONAL TRAINING AND WORK EXPERIENCE PROGRAMME WITH THE GOAL OF PROVIDING HIGH QUALITY TRAINING AND PRACTICAL EXPOSURE IN ALL ASPECTS OF MUNICIPAL FINANCE MANAGEMENT. APPLICATIONS ARE INVITED FROM UNEMPLOYED GRADUATES WHO REQUIRE WORKPLACE EXPERIENCE NECESSARY TO INCREASE CHANCES OF SECURING EMPLOYMENT IN THE FINANCIAL SERVICES FIELD OF STUDY.

(Previously disadvantaged individuals and people with disabilities are encouraged to apply)

INTERNAL AUDIT INTERNSHIP PROGRAMME

DEPARTMENT : MUNICIPAL MANAGER

Ref: IA intern

Remuneration: R120 000 per annum (all-inclusive package)

2 years' internship contract. Appointment will be in accordance with the Conditions of Service of Ehlanzeni District Municipality

Minimum Requirements: Grade 12 plus a completed three-year Diploma in Internal Auditing or equivalent, A general knowledge of developments in Local Government's finances and corporate governance. Good interpersonal skills; Good written and oral communication skills

Knowledge and Competencies: Computer literacy (All MS programmes), Good time management; Financial Management; Good communication and interpersonal skills, Coordination skills; Ability to work under pressure.

The incumbent will primarily be trained and required to assist in the following roles:

Perform internal audit tasks as per audit program; report to the Chief Audit Executive on the implementation of the internal audit plan on matters relating to:

- The internal audit; internal controls; accounting procedures and practices; risk and risk management; performance management; loss control; execution of council resolutions and compliance with the MFMA and any other applicable legislation;
- Examine and review the reliability and integrity of financial and operational information and the means used to identify, measure, classify and report this information;
- Examine and review the systems established to ensure compliance with policies, plans, procedures, laws, regulations and contracts that could have an impact on the overall operations and reporting to council;
- Examine and review the system of internal controls for safeguarding assets of the municipality;
- Periodically verify the existence of property and equipment assets of the municipality;
- Evaluate the economy and efficiency with which the municipality has utilized resources;
- Review the operations and programmes of the municipality to ascertain whether the results are consistent with established goals and objectives;
- Evaluate the extent of compliance and reliability of performance management systems as required by legislation and establish whether annual performance agreements are evaluated at the end of each financial year;
- Perform investigations into financial problems of the municipality based on circumstances encountered during internal audit reviews or as requested by the audit committee or management;
- Perform such other duties as may be assigned by the Accounting Officer.

Closing date: 15 JUNE 2023

- Applicants be between the age of 18-35 years;
- South African citizens;
- Unemployed and never participated in any internship programme before, and;
- Must be willing to sign an internship agreement.
- Shortlisted candidates will be subjected to suitability checks including qualifications, employment records, criminal records, and reference checks.

N.B. Application forms can be downloaded from the EDM website: www.ehlanzeni.gov.za. Completed Application form for Employment, CVs with certified copies of ID, Academic record/qualifications **WITH THE CORRECT**

REFERENCE ON THE EMAIL SUBJECT LINE must be scanned and emailed to recruitment@ehlanzeni.gov.za. No hand/post-delivery and late applications will be considered.

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

