



## APPLICATION FOR AND / OR NOMINATION OF MEMBERS TO SERVE ON THE AUDIT COMMITTEE OF SOL PLAATJE MUNICIPALITY

Reference Number: 2020/001

The audit committee operates as a committee of the council. The audit committee performs the responsibilities assigned to it by the MFMA (section 166), and the corporate governance responsibilities delegated to it under its chapter by the council.

In accordance with the provisions of section 166 of the MFMA (No. 56 of 2003), each municipality is required to have an audit committee that will serve as an independent advisory body.

### **Attributes of members**

The council seeks to appoint candidates that have ability to:

- Perform the role as advisor to management.
- Communicate effectively with management.
- Carefully review information received and obtain clarification from management as and when appropriate.
- Raise relevant questions, evaluate responses and follow up on any matter that is unclear.
- The ability to conduct responsibilities in the context of the municipality's strategic objectives and overall corporate governance of the council.
- The ability to act independently and be proactive in advising the accounting officer regarding issues that require further management attention.
- Encourage openness and transparency.
- Build relations with management.
- Have a professional approach to performing duties, including commitment of time and effort.

### **Requirements**

The applicants should collectively possess different expertise to enhance the committee overall knowledge of the organisation. The following skills and experience should be attained:

- At least 5 years' executive management experience gained in financial management / auditing / legal / engineering / performance management.
- Private and public sector experience.
- An understanding of service delivery priorities.
- Good governance and / or financial management experience.
- An understanding of the role of council and councillors.
- An understanding of the operations of the organisation.
- Familiarity with risk management practices.
- An understanding of major accounting practices and public sector reporting requirements.
- Familiarity with legislation applicable to municipalities.
- An understanding of the roles and responsibilities of internal and external auditors.
- An understanding of the treatment of allegations and investigations.
- An understanding of the performance management system.

### **Term of office and remuneration**

Term of office will be three (3) years, thereafter, it will be subjected for review at council's discretion. Persons appointed to the audit committee will be remunerated at rates commensurate with their professional standing.

### **Applications**

All applications must be accompanied by a comprehensive curriculum vitae and a letter of acceptance from the nominee. Failure to submit the letter may lead to disqualification of the nomination.

Applicants must note that further checks may be conducted once they are shortlisted and their appointment is subject to positive outcomes of such checks, which include security clearance, qualification verification and criminal records verification.

### **Closing Date**

**3 September 2020 @ 12:00**

*An official Sol Plaatje application form must accompany your Curriculum Vitae, as well as diplomas / certificates applicable to the post being advertised.*

*Forward the application form, CV, diplomas / certificates to fax 087 220 3743 or e-mail [work@solplaatje.org.za](mailto:work@solplaatje.org.za), cc [mfourie@solplaatje.org.za](mailto:mfourie@solplaatje.org.za) or drop off in the application box on the 3<sup>rd</sup> floor, New Civic Building, between 08:00 and 12:00, for attention: Mrs Maryke Fourie (Internal Audit section).*

*Due to COVID-19 regulations, application forms can only be obtained from:*

- [www.solplaatje.org.za](http://www.solplaatje.org.za)
- via e-mail: [work@solplaatje.org.za](mailto:work@solplaatje.org.za)
- Sol Plaatje Municipality, Security Guards, between 09:00 – 12:00.

*The vacancy particulars and reference number must be correctly specified on the application form. Applications received after the closing date and time will not be considered.*

*Telephonic enquiries: Mrs Maryke Fourie (053) 830 6710.*