



THEMBELIHLE

Incorporating the towns of Strydenburg and Hopetown

Northern Cape Province, Republic of South Africa

LOCAL MUNICIPALITY
PLAASLIKE MUNISIPALITEIT
U-MASIPALA WASEKUHALENI

✉ Private bag X3 HOPETOWN 8750

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www.thembelihlemunicipality.gov.za

EXTERNAL/INTERNAL ADVERTISEMENT

NOTICE NO: 24/2025

Thembelihle Municipality, with its Headquarters in Hopetown hereby invites suitably qualified candidates to apply for the following vacant post. The Municipality is an equal opportunity, affirmative action employer and subscribes to the principles of employment equity and actively promotes representation in terms of race, gender and disability.

DIRECTORATE: MUNICIPAL MANAGERS OFFICE

1. POST: RISK AND COMPLIANCE OFFICER (PERMANENT POST)

Remuneration – R424 854.36 per annum (Task Grade 12, Notch 1)

Abovementioned post offers the following benefits:

- Leave benefits
- 13th cheque
- Medical Aid Benefits

2. Requirements

- The successful candidate must have a National Diploma in Accounting/Public Finance management/Risk management or related field
- Minimum of 3 years experience in an Accounting/Financial Management within the Municipal/Public sector environment.
- A valid Code EB driver's license
- Accuracy working with data.
- Good analytical and interpersonal skills.
- Good communicator.

3. Key Performance Areas:

Coordinates and implements the key performance areas and result indicators associated with the Risk Management functionality through the implementation of strategic policies, procedures, and objectives; provision of an independent objective, quality assurance Internal Risk Audit and sound governance function; continuous assessment and evaluation of systems, risk management, internal controls and governance; providing advice and recommending improvements; and coordinating and providing an oversight role of relevant control and monitoring functions (compliance, security, legal, ethics, environmental and internal audit).

- Developing, maintaining and implementing risk management processes through the risk management policy, framework, policy statements, risk plan and risk policy.
- Facilitating risk identification and assessments to develop and ensure the implementation of risk management processes.
- Managing education and awareness campaigns on risk management to promote a risk management culture and capacity on risk management.
- Monitoring and reviewing the implementation of risk management processes to ensure the proactive assessment of the current state of controls.
- Coordinating with external stakeholders on broader effective and efficient risk management strategies to enhance risk management.
- Managing resources to render an effective and efficient risk management service.
- Monitoring control measures in respect of the application of relevant instructions with regards to institutional control on assets, inventory and services.
- Compiling and maintaining the implementation of approved budgets, analyzing and correcting/ approving deviations of incidental costs pertaining to risk management.
- Implement and monitors the Asset Management Policy, and ensuring adequate internal control systems and procedures are implemented from a risk assessment perspective.
- Verifying that Council Assets are secured, insured and reconciled with fixed assets register against insurance reports in order to minimize associated risks.

Candidates must be willing to be subjected to an interview and evaluation process and be aware that previous employers and references may be contacted and their qualifications, credit record may be verified and they will be subjected to a police security clearance.

Interested persons are requested to forward (or email their application to recruitment@tlm.gov.za) a letter of application together with a comprehensive CV and certified copies of qualifications to the Municipal Manager.

Enquiries can be directed to the Senior Manager Corporate Services: Mr Trevin R Oliphant at 053 2030 005/8 or mcs@tlm.gov.za.

Closing date: 11 July 2025 at 16h00.

Ms Kealeboga Gaborone

Municipal Manager

Thembelihle Municipality

PO Box X3

HOPETOWN

8750

Tel: 053 2030 005/8

- Canvassing for selection will automatically disqualify an applicant.
- If no reply to your application has been received within sixty (60) days of the closing date, you should consider your application as being unsuccessful.
- No late or facsimile applications will be accepted.
- No applications will be considered without certified copies of the original documents of qualifications.
- The Council reserves the right not to appoint.
- Correspondence will be limited to short-listed candidates.