GREAT KEI LOCAL MUNICIPALITY

COMPRISED OF QUMRHA, CHINTSA EAST, HAGA HAGA, MORGANS BAY, AND KEI MOUTH TOWNS, WITH ITS HEADQUARTERS IN QUMRHA.

RE- ADVERTISEMENT
VACANCY/ UMSEBENZI/ BETREKKINGS

THE MUNICIPALITY IS LOOKING FOR A HIGHLY MOTIVATED; RESULTS ORIENTED, SUITABLY QUALIFIED, AND EXPERIENCED INDIVIDUALS TO FILL THE FOLLOWING VACANT POSITIONS:

OFFICE OF THE MUNICIPAL MANAGER

Position : **Assistant: Risk Management**
Task Grade : **08**
Remuneration : **R 216 174.78 per Annum (Excluding Normal Council Benefits)**
Duration :**Permanent**

MINIMUM REQUIREMENTS:

- Grade 12 Matric Certificate
- National Diploma / Bachelor of Commerce Degree majoring in Governance, Risk and Compliance Management or Internal Audit
- 2 Years Relevant experience in Governance, Compliance, and Risk Management field
- Knowledge of legislation applicable in Local Government, policies, and procedures
- Computer Literacy
- Certificate in Municipal Finance Program will be an added advantage
- Valid Driving License will be an added advantage

KEY PERFORMANCE AREAS INCLUDE BUT NOT LIMITED TO THE FOLLOWING:

- Implementation of the Risk management framework
- Performs Risk Management activities
- Monitors the effectiveness and adequacy of existing controls
- Facilitates the annual risk assessment process
- Develop, update, and review risk-related policies
- Conducting risk awareness campaigns

FURTHER INSTRUCTIONS TO THE CANDIDATES

The Municipality subscribes to the principles of employment equity. People with disabilities are encouraged to apply.
Interested Suitably qualified Candidates are to submit a signed Application Letter, complete Curriculum Vitae, and certified copies of certificates of qualifications, SA ID copy and Valid Driving License.
Applicants not contacted within 30 days of the closing date must consider their applications as unsuccessful.

The Great Kei Municipality reserves the right not to make an appointment.

Applications must be submitted to:

Director Corporate Services: Attention Mr. B. Douglas
Great Kei Municipality, Private Bag X2, QUMRHA, 4950
OR 17 Main Road.
QUMRHA, 4950.

For enquiries you can contact the HR & Admin Manager: Ms. T. Mgweba at 043 831 5735/38 during office hours

E- Mailed or Faxed applications will not be considered.

Closing date for the applications: 01 July 2025 at 16H30 pm

ISSUED BY :
MR L.N. MAMBILA
MUNICIPAL MANAGER

11/06/2025
DATE