

THABAZIMBI LOCAL MUNICIPALITY

PRIVATE BAG X530

THABAZIMBI

0380

Tel.: 014 772 2295 / Fax: 014 777 1531

Applications are invited from suitable qualified experienced persons for appointment in the under mentioned post.

MPAC RESEARCHER **(OFFICE OF THE MUNICIPAL MANAGER)**

SALARY PACKAGE: Post Level 3 (R 422 878, 68) per annum. Additional benefits attached to the position are as follows: (i) Fixed Travelling Allowance of R14 095-96 per month, subject to the employee presenting a vehicle to be used for business purposes; (ii) R500.00 per month towards Cellphone use; (iii) Medical aid cover is subsidized by 60% of the total contribution for family members; (iv) Pension fund contribution by Municipality is 18% of basic salary; (v) Housing subsidy is available on repayment of a bond provided that the house is registered in the name of the employee.

QUALIFICATIONS: A National Diploma/Degree in Internal Auditing or equivalent. Certificate in Municipal Finance Management Programme (MFMP) will be an added advantage. Valid Driver's License. Profound knowledge of legislation governing Local Government especially Municipal Finance Management, Supply Chain Management and Performance Reporting. High degree of confidentiality. Strong research background will be a critical advantage

EXPERIENCE: A minimum of 3 years relevant working experience in the relevant field.

KEY PERFORMANCE AREAS: Advise MPAC on accountability and oversight matters. Provide administrative support to ensure functionality of the Committee. Assist the chairperson and the committee to run the committee affairs. Draw the annual MPAC Programme in line with the Municipal cycle. Source Municipal Council documents and reports that are needed for MPAC in order to perform its duties. Review and investigate all matters referred to the committee by other council committees. Benchmark Committee activities as well as functionality with other Municipalities. Ensure that MPAC reports are tabled in Council and track implementation of MPAC resolution by council. Ensure proper management and filing of all MPAC records and files. Liaise with Internal Audit. Develop process and procedures for MPAC operations. Analyze financial and performance reports including SDBIP, Annual reports and Financial Statements. Provide technical support and manage secretarial services for MPAC.

CLOSING DATE: 08 DECEMBER 2023

If you are interested and you are in possession of the necessary qualifications and experience, please address your **CV and authenticated copies of your qualifications and driver's license** or an application form duly completed to:

**Municipal Manager
Private Bag X530
THABAZIMBI
0380**

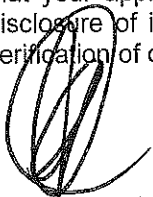
NOTICE NUMBER: 66/2023

Application forms are available on the municipal website and at the personnel office of the Thabazimbi Local Municipality, Corporate Services Department, Sarel Pelsler Centre, Rietbok Street, Thabazimbi or telephone number **014 772 2295**.

APPLICATIONS BY FAX OR E-MAIL WILL NOT BE ACCEPTED.

Thabazimbi Local Municipality is an Equal Opportunity Employer and all appointments will be in accordance with the Employment Equity Act.

If you are not invited for an interview within thirty (30) working days from the closing date, you must accept that your application was unsuccessful. Successful candidate will sign a performance agreement and disclosure of interest. No further correspondence will be entered into. Candidates will be subjected to verification of credentials. Municipality reserves the right to fill the post.



**LG TLOUBATLA
MUNICIPAL MANAGER
THABAZIMBI LOCAL MUNICIPALITY**