



# RANDFONTEIN LOCAL MUNICIPALITY

## DIRECTORATE: SOCIAL SERVICES

### LIBRARIAN

**Salary: R178 793 per annum (excluding benefits)**

Randfontein Local Municipality is looking for a qualified Librarian with a National Diploma or Bachelor's degree in Library and Information Science. **(Ref. 8389)**

**For more information, visit [www.randfontein.gov.za](http://www.randfontein.gov.za)**

**Closing date:** 6 February 2012

## INVITATION TO SERVE ON THE AUDIT COMMITTEE OF RANDFONTEIN LOCAL MUNICIPALITY

**Applications are hereby invited from suitably qualified and experienced candidates to serve as members of the Audit Committee of the Randfontein Local Municipality.**

**Requirements:** • Relevant degree or equivalent qualification in Accounting, Financial Management, Performance Auditing or Law • Certified Internal Auditors (CIA) and experienced Internal Auditors functioning at senior level will have preference • General experience in municipal sectors management • Legal experience, especially in combination with forensic investigations • Knowledge of and experience in municipal performance management • An understanding of Local Government.

**Applicants must have the relevant qualifications and at least meet the following competency requirements:** • Leadership and personal qualities • Ability to lead and participate in discussions • Good understanding of the Committee's position in the governance structure • Sound knowledge of issues affecting Local Government.

**Expertise:** • Skills and experience in the following fields would serve as an advantage: • Financial auditing • Risk management • Performance management • Information Technology • Human resources management and labour relations • Project management • Corporate governance • Law and municipal legislation.

**Key outputs:** • Provide advisory services to the Council in terms of the Municipal Finance Management Act (MFMA) Section 166 • Report to the Council on a quarterly basis and perform duties according to the functions/roles stated in Section 166 of the Municipal Finance Management Act • Review the adequacy and effectiveness of internal controls • Examine and review the annual financial statements before final approval • Review the risk management policy • Review compliance with all regulatory requirements • Undertake performance management reviews.

**Terms of office:** The appointments will be 3-year contracts and may be subject to renewal at the discretion of the Council of the Randfontein Local Municipality.

**Remuneration:** • The compensation of the members of the Audit Committee is determined at an hourly rate as per SAICA tariffs/Treasury Regulations (20.2.2) • A minimum of 4 meetings will be held a year • The appointments will be supported by the terms of reference and contract.

**Enquiries:** More information can be obtained from Gladys Ndou on (011) 411-0138.

**Important:** • Applications must be accompanied by a covering letter, detailed CV with certified copies of qualifications and copy of ID. Please note that non-submission of the required documents will disqualify your candidature • No faxed or late applications or applications without certified copies of certificates will be accepted.

**Applications can be forwarded to the Office of the Municipal Manager, Randfontein Local Municipality, PO Box 218, Randfontein 1760 or hand-delivered at cnr Pollock and Sutherland Streets, Randfontein or e-mailed to: [hr@randfontein.gov.za](mailto:hr@randfontein.gov.za)**

**Closing date:** 30 January 2012

Should you not have heard from us within a period of 21 days after the closing date, please regard your application as unsuccessful.