

# WEST COAST DISTRICT MUNICIPALITY



## VACANCY: AUDIT COMMITTEE MEMBER

### APPLICATIONS ARE INVITED FROM PERSONS TO SERVICE AS MEMBERS ON THE AUDIT COMMITTEE OF WEST COAST DISTRICT MUNICIPALITY (REFERENCE 4/12/4)

In accordance with the provisions of Section 166 of the Local Government: Municipal Finance Management Act (No 56 of 2003), each municipality is required to constitute an Audit Committee that will serve as an independent advisory body which must advise the Municipal Council, the Accounting Officer and the management of the municipality. Application and nominations are hereby invited from members of the public to serve as an Audit Committee member of West Coast District Municipality. The Municipality requires members of the public to serve on the Committee. Persons who meet the basic requirements listed below are invited to apply.

#### BASIC REQUIREMENTS:

##### QUALIFICATIONS:

A minimum of a Bachelor's Degree and a Post-Graduate Degree in Auditing, Risk Management or Business Administration will be an added advantage. The ideal candidate should have 5 to 10 years management experience gained from Strategic Management, Risk Management and/or an Auditing / Financial, Anti-Fraud and Corruption environments, preferably in the public service. Previous experience of serving in the Audit Committee will be advantageous.

The ideal candidate must be an independent external person, with excellent knowledge of the Internal Audit, Risk Management, Corporate Governance and applicable legislation in the Public Sector.

##### Expertise in either the following areas:

- Financial Management, Accounting and Auditing
- Performance Management
- Risk Management
- Legal
- Information Technology
- Technical and/or Engineering
- Operational Management
- Project Management

Proven experience in serving as an Audit Committee member in a local government institution. Interest in local community affairs and the ability to contribute to transparent administration and good governance. Sound knowledge and understanding of local government issues and national development imperatives.

##### POSSESS THE FOLLOWING QUALITIES:

- Independence
- Integrity
- Objectivity
- Willingness to dedicate time and vigour to Council responsibilities
- Excellent communication skills

##### FUNCTIONS:

Persons interested and who are eminently qualified will be expected to render, amongst others, advisory services in the following areas:

- Internal and External Audit
- Risk Management
- Performance Management
- Internal Financial Controls
- Accounting Policies
- Adequacy, reliability and accuracy of financial reporting and information
- Effective Governance
- Review of the annual financial statements
- Engage with the Auditor General
- Investigations into the financial affairs of the municipality
- Compliance with applicable requirements
- Supply Chain Management
- Process control processes and/or technical advice on infrastructure type projects.

Interested persons may not have business or contractual dealings with the West Coast District Municipality.

This is to ensure that the Audit Committee members remain independent from any municipal activities during the period of appointment on the Audit Committee.

##### TERM OF APPOINTMENT:

Appointment will be made for a period of 3 years. This is not a full-time appointment. The Audit Committee has 6 statutory meetings per annum and additional meetings may be convened by the Chairperson as deemed necessary by the Committee or Accounting Officer.

##### REMUNERATION:

Compensation will be in accordance with rates as determined by National Treasury. Schedules in this regard are issued annually with specific hourly or daily rates. All other refundable expenses are based on the Municipality's related policies in line with the National Treasury guidelines.

Applications, accompanied by a CV, certified copies of qualifications and ID documents must be directed to the Accounting Officer, West Coast District Municipality, PO Box 242, Moorreesburg, 7310.

**The prescribed application forms are available from the Internal Audit Unit, contact person Mr. KJ Frans during office hours. Tel. 022 495 0774 or on the website <https://westcoastdm.co.za/vacancies/>.**

##### CLOSING DATE FOR SUBMISSION OF APPLICATION WITH QUALIFICATIONS: 28 March 2025

Please note: The Council reserves the right not to make an appointment. No late applications or applications by fax or e-mail will be accepted. CVs will not be returned to candidates. Canvassing will disqualify candidates. If no feedback is received within 60 days after the closing date of this office, it can be assumed that an application was unsuccessful.