

PIXLEY KA SEME  
DISTRICT MUNICIPALITY

**ADVERTISEMENT**

**VACANCY**

Pixley ka Seme District Municipality, an equal opportunity, affirmative action employer headquartered in De Aar, subscribes to the principles of employment equity and actively promotes representation in terms of race, gender and disability. Applications are currently invited for the following career opportunity:

**Risk Officer Position :**

**Requirements**

- National Diploma in Accounting / Risk Management / Auditing
- Valid Driver's License
- Good Interpersonal and Communication Skills
- Good working knowledge of MS Word, MS Excel, MS Power point and outlook
- Experience in the risk management field

**Key Responsibilities**

- Monitor and evaluate Council's exposure to risk
- Develop and maintain Council's Risk Register
- Assist to update and implement Council's Risk Management PSD
- Coordinate Council's Risk Management and Audit Committee meetings
- Provide advice on risk management issues to the Risk Management and Audit Committee and Council executive and employees
- Promote awareness of risk management to all Council employees
- Ensure an effective Risk Management Administration Support
- Ensure safekeeping of risk reports and other documentation
- Assist with preparation of packs for the Risk Management Committee
- Facilitate departmental meetings

**BASIC SALARY: (T10) R17 259.00- R 22 404 .00 + fringe benefits**

**ENQUIRIES:** Mr. SB Ntamehlo, Telephone number 053-6310891.

**Letters of application, accompanied by a full CV and certified copies of qualifications, certificates, ID and valid drivers licence must be forwarded to the Municipal Manager, Pixley ka Seme District Municipality, Private Bag X1012, DE AAR 7000**

Fraudulent qualifications or documentation, including driver's licences, will immediately disqualify any applicant.

Pixley ka Seme District Municipality has a firm commitment to the advancement of the previously disadvantaged, including women and the disabled.

Canvassing will immediately disqualify candidates from appointment.

If no notification regarding this advertisement has been received within two months of the closing date, please assume that the application was unsuccessful.

Correspondence will be limited to short listed candidates.

The Municipality reserves the right not to make any appointment.

**NB: In terms of our Employment Equity Plan disabled people are encourage to apply for the positions.**

**Note: No faxed or e-mail applications will be considered.**

**Closing date: 24 November 2017**



RE Pieterse  
Municipal Manager  
Pixley ka Seme  
District Municipality  
Private Bag X1012  
De Aar , 7000