

# Amahlathi Local Municipality



OFFICE OF THE MUNICIPAL MANAGER  
12 Maclean Street  
Private Bag X4002, Stutterheim, 4930  
Tel: 043 683 5024 Fax: 043 683 1127  
Website: [www.amahlathi.gov.za](http://www.amahlathi.gov.za)

## EXTERNAL ADVERTISEMENT

### Notice No 04 /2025

The Amahlathi Local Municipality is a category B (Grade 3) Municipality established in terms of the Municipal Structure Act. It encompasses towns of Stutterheim, Cathcart, Keiskammahoek, Kei Road and a number of surrounding rural areas. The municipality is looking for high- calibre, trend-setting strategist who are visionary, inspirational, customer centred and suitably qualified to fill the following position:

### DIRECTORATE: EXECUTIVE SERVICES

### 3X INTERNAL AUDIT OFFICERS

[TASK Grade 11]

[Salary Scale: R 326 363 – R 423 658 per annum excluding benefits]

### MINIMUM REQUIREMENTS:

- Grade 12
- National Diploma in Internal Audit/ Auditing/ Accounting with Internal/External Auditing as one of the main subjects at NQF Level 06
- Bachelor's Degree in Internal Audit/ Auditing/ Accounting Internal/External Auditing as one of the main subjects will be an added advantage or equivalent.
- 3-5 years of experience in Internal Auditing/ External Auditing.
- Valid Driver's License


### KEY PERFORMANCE AREAS:

- To perform auditing functions and administrative functions as directed.
- Plan internal audit assignments in line with the institutional internal audit methodology.
- Prepare an adequate internal audit file in terms of the institutional internal audit methodology.

AM AHLATHI LOCAL MUNICIPALITY  
"Together for Prosperity"

### **3x EXTERNAL AUDIT OFFICERS**

---

- 
- Executing internal audit assignments according to institutional internal audit methodology
  - Perform internal audit engagement procedures according to the approved engagement program and adequately document engagement results
  - Maintain continuous awareness of risks that may prevent the institution from achieving its strategic objectives and ensure that these risks are covered during audits.
  - Document valid, complete and accurate findings with practical and implementable recommendations
  - Obtaining and recording sufficient, reliable, relevant and useful information is to support the conclusions and audit results in compliance with internal audit quality program.
  - Preparing quality internal audit working papers, with requirements, objectives, internal audit procedures, work done and conclusions.
  - Performing adequate root cause analysis to ensure appropriate recommendations.
  - Collaborating with Senior Management and Unit Managers to negotiate acceptance of draft findings and agreement on corrective action
  - Completing assigned internal audit and administrative-related tasks within agreed timelines.
  - Conducting internal audit consulting assignments according to relevant policies, procedures and frameworks.
  - Keeping abreast with developments, emerging trends, and the latest technologies in the profession.
  - Adhering to institutional cross-cutting policies, processes, code of conduct and professional codes of conduct.

#### **Prescribed Competency Requirements**

- The ability to communicate complex information in understandable documents for specific audiences.
- The ability to articulate complex concepts in an understandable, convincing manner.
- Ability to break an audit problem into component parts, identify key issues, locate authority in the form of statute / policy and compile audit reports to support a position
- The ability to develop and present Internal Audit interests in appropriate forums, presenting and negotiating the best possible outcomes.
- The ability to identify and deal with ethical issues and conflicts of interest.
- The ability to understand the municipality's objectives, and the impact of decisions on the public and the functioning of the various directorates.

Interested persons should fill the application forms that are available at the Amahlathi Offices and website [www.amahlathi.gov.za](http://www.amahlathi.gov.za). The covering letter and detailed CV must be attached to the application forms together with certified copies of relevant certificates including ID, driver's License

and submitted to: Amahlathi Local Municipality, Corporate Services Department, 14 Long Street, Stutterheim, or post applications to Private Bag X 4002, Stutterheim, 4930.

**NB: Applicants who have applied previously are encouraged to re-apply**

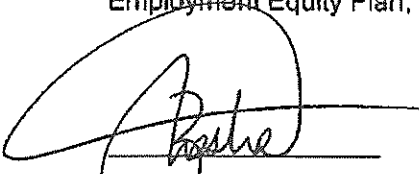
For enquiries, please contact Ms T. Ndlamhlaba and Mrs B Mbelwana at (043) 285 0965/0964

Closing Date: 20 March 2025.

**Only short-listed candidates will be contacted and if you are not contacted within 30 days after the closing date, you may regard your application as unsuccessful. It must be noted that Amahlathi Local Municipality reserves the right to not appoint in this position.**

**NB: No faxed, e-mailed, incomplete and late applications will be considered. Canvassing with Councillors and whoever, is not permitted and proof thereof will result in disqualification.**

Amahlathi Local Municipality is an equal opportunity employer and thus in terms of its approved Employment Equity Plan, persons from previously disadvantaged groups will be given preference.



**Dr. Z SHASHA  
MUNICIPAL MANAGER**

**AMAHLATHI LOCAL MUNICIPALITY  
"Together for Prosperity"**

Amahlathi Local Municipality



OFFICE OF THE MUNICIPAL MANAGER  
12 Maclean Street  
Private Bag X4002, Stutterheim, 4930  
Tel: 043 683 5024 Fax: 043 683 1127  
Website: [www.amahlathi.gov.za](http://www.amahlathi.gov.za)

**EXTERNAL ADVERTISEMENT**  
**Notice No 04/2025.**

**3x OFFICERS: INTERNAL AUDIT**

The Amahlathi Local Municipality is a category B (Grade 3) Municipality established in terms of the Municipal Structures Act. It encompasses towns of Stutterheim, Cathcart, Keiskammahoek, Kei Road and a number of surrounding rural areas. The municipality is looking for high-calibre, trend-setting strategists who are visionary, inspirational, customer centred and suitably qualified to fill this position.

Visit our website at [www.amahlathi.gov.za](http://www.amahlathi.gov.za) for the full advertisement with information and the application procedures. **Closing 20 March 2025**

For enquiries please contact **Ms T. Ndlamhlaba** and **B Mbelwana** at **(043) 285**

**0965/0964**



Dr. Z Shasha

Municipal Manager

**AM AHLATHI LOCAL MUNICIPALITY**  
**"Together for Prosperity"**