

INGQUZA HILL LOCAL MUNICIPALITY

130 Main Street
PO Box 14
Flagstaff
4810
Eastern Cape

Tel: (039) 252 0131/61
Fax: (039) 252 0699



INGQUZA HILL
LOCAL MUNICIPALITY

66 Main Street
PO Box 7
Lusikisiki
4820
Eastern Cape

Tel: (039) 253 1568/1096
Fax: (039) 253 1234

AUDIT COMMITTEE ADVERTISEMENT NOTICE: 2/09/2025

3 X AUDIT COMMITTEE MEMBERS: ORDINARY MEMBERS

Applications are hereby invited for independent, suitably qualified and experienced professionals from the Public or Private Sector to serve as Members of the Audit Committee of Ingquza Hill Local Municipality, for a period of three (3) years. Ingquza Hill Local Municipality has established Audit Committee in accordance with Section 166 of the Municipal Finance Management Act, 2003 (Act No. 56 of 2003).

Ingquza Hill local Municipality (Incorporating **Flagstaff and Lusikisiki Towns**) hereby invites applications from suitably qualified and experienced persons to fill the vacancies in its Audit Committee:

MINIMUM REQUIREMENTS:

- A relevant post graduate degree or similar qualification in any of the following Fields: Financial Accounting, Auditing, Civil Engineering (or related qualification in the Built Environment) and Legal, (NQF Level 8).
- Any of the following Professional Membership and Qualifications: (CA(SA), CIA, CIMA, ACCA, Advocate, B.Sc (Eng) and Engineering Council of South Africa (ECSA) registration.

MINIMUM PRESCRIBED EXPERIENCE:

- Minimum of 5 years' experience in a managerial position in Financial Accounting, Auditing, Civil Engineering (or related) or Legal services.
- Currently, not serving as an audit committee member or independent risk management chairperson to more than two municipalities.
- Minimum of two (three year) terms experience as an Audit Committee member in the public administration.

Added advantage:

- Previous experience as an Audit Committee Chairperson will serve as an added advantage.
- Previous experience as an Audit Committee Member in the Public Sector will serve as an added advantage

Key Responsibilities:

1. Advising the municipal council, political office bearers, the accounting officer and the management staff of the municipality on matters relating to -
 - 1.1. Internal financial control and internal audits
 - 1.2. Risk management
 - 1.3. Accounting policies
 - 1.4. The adequacy, reliability and accuracy of financial reporting and information
 - 1.5. Performance management
 - 1.6. Effective governance
 - 1.7. Compliance with Municipal Finance Management Act 56 of 2003, Division of

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- Revenue Act and any other applicable legislation
- 1.8. Performance evaluation and
 - 1.9. Any other issues referred to it by the municipality.
2. Review the annual financial statements to provide the Council of the municipality, with authoritative and credible view of the financial position of the municipality, effectiveness and accuracy of performance management system and overall level of compliance with Municipal Finance Management Act, the annual Division of Revenue Act and any other applicable legislation.
 3. To respond to the Council on any issues raised by the Auditor General in the audit report.
 4. Carry out such probes into the financial affairs of the municipality as the council of the municipality may request.
 5. Perform such other functions as may be prescribed

Inherent Job Requirements

1. Good standing and ability to lead discussions.
2. Creates vision and provides direction at meetings.
3. Builds municipal capabilities by guiding management based on expert knowledge and skills.
4. Promotes and achieve quality outcomes at meetings.
5. Has the ability to speedily and effectively advise Council of any impending non-compliance with the legislative framework.
6. Has the ability to encourage other members to participate in audit committee meetings.
7. Conduct meetings in a manner that demonstrates a desire to establish effective communication with all stakeholders.

Prescribed Competency Requirements

- Perform a role as an advisor to management to communicate effectively with management
- Carefully review information received and obtain clarification from management as and when appropriate
- Raise relevant questions, evaluate responses and follow up on any matter that is unclear
- Conduct responsibilities in the context of the municipality's strategic objectives and overall corporate governance of the Council.
- Act independently and be proactive in advising the accounting officer regarding issues that require further management attention. Encourage openness and transparency
- Build relations with management
- Have a professional approach to performing duties, including commitment of time and effort, and be independent and appropriately skilled.

Application: It is mandatory to submit application letter, a detailed Curriculum Vitae and relevant supporting documentation, including a copy of an ID document, copies of qualifications, summary of previous Audit Committee memberships and references to: **The Municipal Manager, Private Bag X 14, Flagstaff, 4810 (“Applications: Audit Committee Member”), or hand delivered to Municipal offices in Flagstaff (Registry office) or Lusikisiki Municipal offices (Reception).**

Note: Correspondence will only be made with short-listed candidates. If you have not been contacted within Three (3) months after the closing date of this advertisement, please accept that your application was unsuccessful. Ingquza Hill Local Municipality reserves the right to cancel this advertisement at any stage of the process.

Enquiries may be directed to Manager: Internal Audit & Risk, Mr. S. Galada (039) 252 0131/ sgalada@ihlm.gov.za during office hours between 07:45 am – 16:45pm Monday to Thursdays and Fridays until 15:00pm.

CLOSING DATE: 13 OCTOBER 2025 at 16:45 PM

INGQUZA HILL LOCAL MUNICIPALITY IS AN EQUAL OPPORTUNITY AFFIRMATIVE EMPLOYER AND RESERVES THE RIGHT NOT TO MAKE ANY APPOINTMENT.

The appointment is made according to the Council conditions of service. Canvassing support from Municipal Officials and Councilors is prohibited and any person found guilty thereof, will be disqualified.

V.C. Makedama

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Municipal Manager